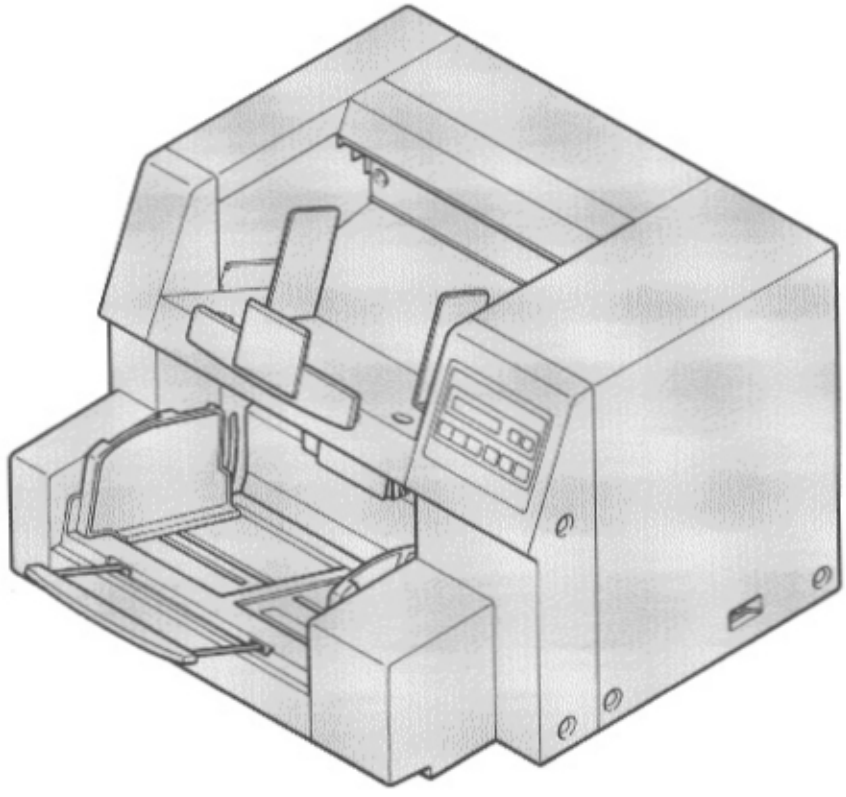
Panasonic

High Speed Scanner

Operating Instructions

Model No. KV-SS855D
KV-SS855DU



These instructions contain the information on operating the scanner. **Before reading these instructions, please read the installation manual that is enclosed with this unit.**

Please read all sections of these instructions, the enclosed installation manual and maintenance manual completely before using this product. Keep all documentation regarding this product in safe place for future reference.

Thank you for purchasing a Panasonic "High Speed Scanner".

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■ Required Host System Conditions

When using the scanner, the required host computer conditions are as follows.

CPU	486 DX 66 MHz or higher (Pentium 166 MHz or higher is recommended.)
Memory	16 MB or higher (64 MB or higher is recommended.)
OS	Windows® 3.1／Windows® 95／Windows® 98／Windows NT®
SCSI board	Adaptec Brand AHA-1540 Series／AHA-2940 Series are recommended.

※The scanning speed differs depending on the host computer operating environment or application.

- Windows® is Microsoft Windows operating system.
- Microsoft®, Windows® and Windows NT® are registered trademarks of Microsoft Corporation in the United States and／or other countries.
- Each company's name or company product name is each company's trademark or registered trademark.

The information given in these Operating Instructions is subject to change without notice.
These Operating Instructions are printed on recycled paper.

Notice

Federal Communications Commission Requirements

(For United States only)

Note : This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

FCC Warning : To assure continued FCC compliance, the user must use only shielded interface cable and the provided power supply cord. Also, any unauthorized changes or modifications to this equipment would void the user's authority to operate this device.

English

WARNING:
TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE.

THE SOCKET-OUTLET MUST BE NEAR THIS EQUIPMENT AND MUST BE EASILY ACCESSIBLE.

Français

Avertissement:
Pour éviter tout risque d'incendie ou de choc électrique, ne pas soumettre cet appareil à la pluie ou à l'humidité.

"La prise secteur devra se trouver à proximité de l'appareil et être facilement accessible."

Deutsch

Warnung:
Zur Verhütung von Feuer dem und elektrischem Schlag dieses Erzeugnis nicht Regen oder sonstiger Feuchtigkeit aussetzen.

Die Steckdose muß nahe bei diesem Gerät angebracht und leicht zugänglich sein.

Für Benutzer in der BRD

Hinweis:
Der arbeitsplatzbezogene Geräuschemissionswert dieses Gerätes beträgt $\leq$ 70 dB(A) nach DIN 45635 Teil 19.

Notice

For your safety please read the following text carefully.

(For United Kingdom only)

This appliance is supplied with a moulded three pin mains plug for your safety and convenience.
A 5 amp. fuse is fitted in this plug. Should the fuse need to be replaced please ensure that the replacement fuse has a rating of 5 amps. and that it is approved by ASTA or BSI to BS1362. Check for the ASTA mark Ⓐ or the BSI mark ⓦ on the body of the fuse. If the plug contains a removable fuse cover you must ensure that it is refitted when the fuse is replaced. If you lose the fuse cover the plug must not be used until a replacement cover is obtained. A replacement fuse cover can be purchased from your local Panasonic Dealer.

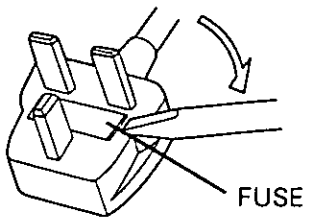
If the fitted moulded plug is unsuitable for the socket outlet in your home then the fuse should be removed and the plug cut off and disposed of safely.
There is danger of severe electrical shock if the cut off plug is inserted into any 13 amp. socket.
If a new plug is to be fitted please observe the wiring code as shown below. If in any doubt please consult a qualified electrician.
WARNING : This appliance must be earthed.
IMPORTANT : The wires in this mains lead are coloured in accordance with the following code.

Green-and-Yellow	: Earth
Blue	: Neutral
Brown	: Live

As the colours of the wire in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows.

The wire which is coloured Green-and-Yellow must be connected to the terminal in the plug which is marked with the letter E or by the Earth symbol ⏚ or coloured Green-and-Yellow.
The wire which is coloured Blue must be connected to the terminal in the plug which is marked with the letter N or coloured Black.
The wire which is coloured Brown must be connected to the terminal in the plug which is marked with the letter L or coloured Red.

How to replace the fuse :
Open the fuse compartment with a screwdriver and replace the fuse.



English

The product should be used only with the power cord that is supplied by the manufacturer.

Français

Le produit ne devra être utilisé qu'avec le cordon d'alimentation fourni par le fabricant.

Deutsch

Dieses Gerät darf nur mit dem vom Hersteller gelieferten Netzkabel verwendet werden.

警告使用者
這是甲類的資訊產品，在居住的環境中使用時，可能會造成射頻干擾，在這種情況下，使用者會被要求採取某些適當的對策。

For roller cleaning paper

Before using the roller cleaning paper, please read these instructions completely. Keep these instructions for future reference.

English

WARNING

- Do not drink or inhale the roller cleaning paper fluid as it contains isopropyl alcohol.
- The roller cleaning paper may be harmful to sensitive skin, so please use protective gloves.
- Do not use the roller cleaning paper near a heater or open flame.
- Do not store the roller cleaning paper in direct sunlight or in a place over 40 °C (104 °F).
- Only use the roller cleaning paper to clean the rollers and scanning area.
- If you need more information about the roller cleaning paper, please refer to the Material Safety Data Sheet (MSDS).
- Please ask your Panasonic sales company about obtaining the Material Safety Data Sheet.

KEEP THIS CLEANING PAPER AWAY FROM FIRE.

Français

Avertissement

- Ne pas absorber le liquide du papier de nettoyage de rouleaux fourni ni en respirer les émanations car il contient de l'alcool isopropylique.
- Le papier de nettoyage de rouleaux pouvant être néfaste pour les peaux sensibles, utiliser des gants de protection.
- Ne pas utiliser le papier de nettoyage de rouleaux à proximité d'un feu ou d'une flamme vive.
- Ne pas ranger le papier de nettoyage de rouleaux en plein soleil ni à une température dépassant 40 °C (104 °F).
- Utiliser le papier de nettoyage de rouleaux exclusivement pour le nettoyage des rouleaux et de la surface de balayage.
- Pour tout renseignement complémentaire sur le papier de nettoyage de rouleaux, voir la feuille de données sur la sécurité du matériel.
- Pour la feuille de données sur la sécurité du matériel, s'adresser au revendeur Panasonic.

NE PAS APPROCHER DU FEU.

Deutsch

WARNUNG

- Die Walzenreinigungspapier-Reinigungsflüssigkeit enthält Isopropylalkohol und darf auf keinen Fall getrunken oder inhaliert werden.
- Bitte Schutzhandschuhe tragen, da das Walzenreinigungspapier bei empfindlicher Haut Reizungen verursachen kann.
- Das Walzenreinigungspapier nicht in der Nähe von Heizgeräten oder offenen Flammen verwenden.
- Das Walzenreinigungspapier nicht in direkter Sonneneinstrahlung oder an Orten lagern, an denen Temperaturen von mehr als 40 °C erreicht werden.
- Zum Reinigen der Walzen und des Scanbereichs ausschließlich das Walzenreinigungspapier verwenden.
- Weitere Informationen zum Walzenreinigungspapier sind dem Materialsicherheits-Datenblatt zu entnehmen.
- Das Materialsicherheits-Datenblatt ist auf Wunsch von Ihrem Panasonic-Fachhändler erhältlich.

VON FEUER FERNHALTEN!

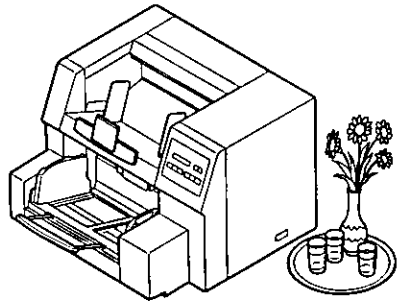
Caution for copying

- Do not duplicate bills, coins, securities and the like (with this system).
- Do not duplicate copyrighted material or the work of others except for the purpose of private use.
- Do not duplicate any kind of certificates, licenses, passports, official or private documents, and the like.

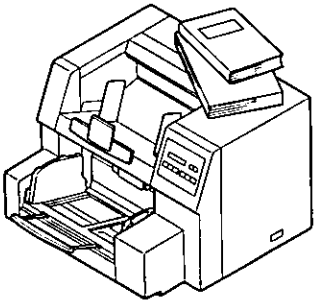
Precautions

The following precautions are recommended to extend the life of the unit.

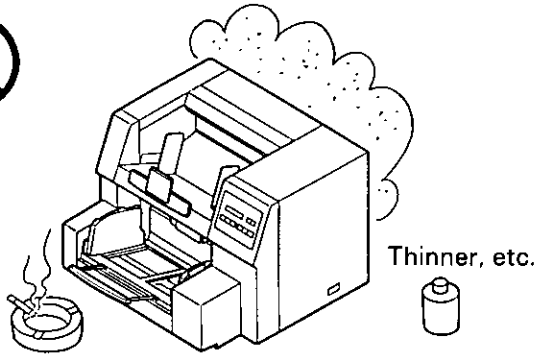
Do not place any liquids near the unit.
—Accidental spillage of a liquid into the unit may cause severe damage. If this occurs, unplug the power cord and call service.



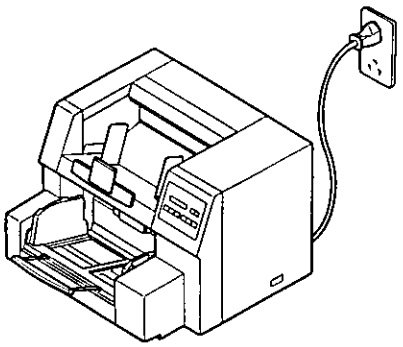
Do not place books, paper, or other items on the unit.



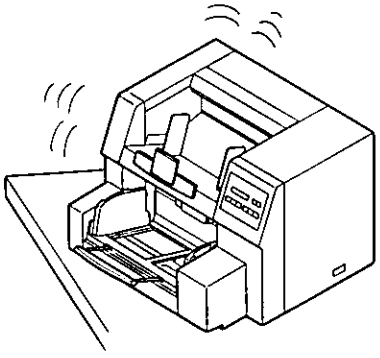
Do not place the unit in an area where there is a lot of smoke, dust, chemical fumes or vibration.



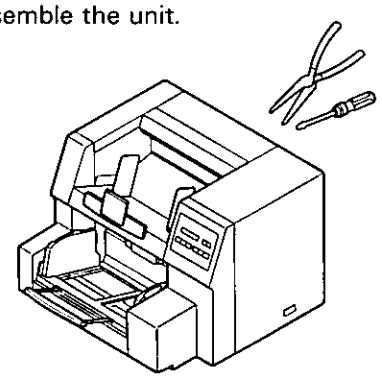
Do not continue to plug the power cord if the unit is not used for an extended period.



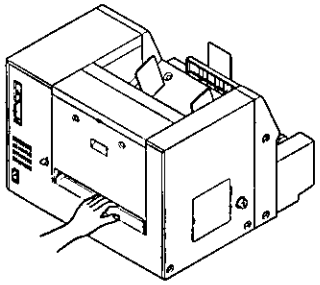
Do not place the unit on an uneven or unstable surface.



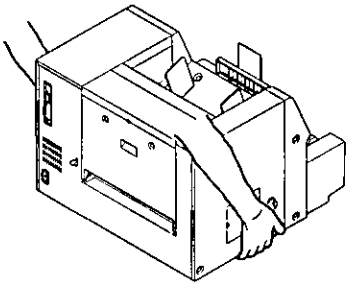
Do not disassemble the unit.



Do not insert your fingers into the back side slot of the scanner.



Do not have one person to carry the unit when moving it.

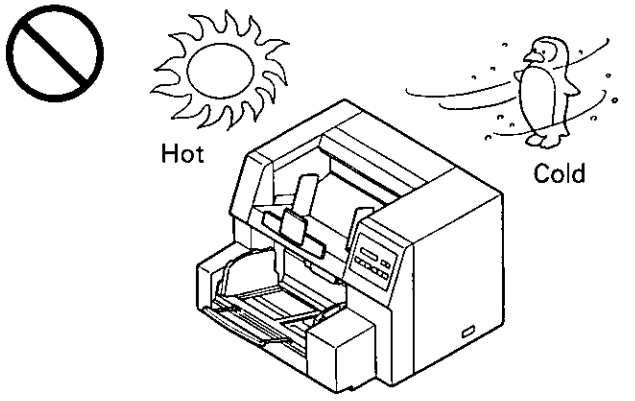


- Special care should be taken to protect the unit if it is used in a less than optimum environment such as a machine shop or a dusty or sandy area.

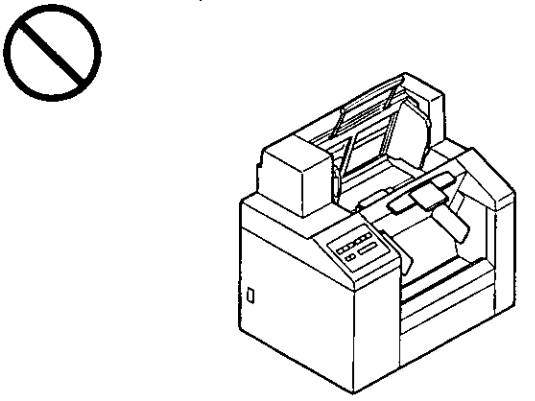
Operating Environment

Do not subject the unit the following conditions.

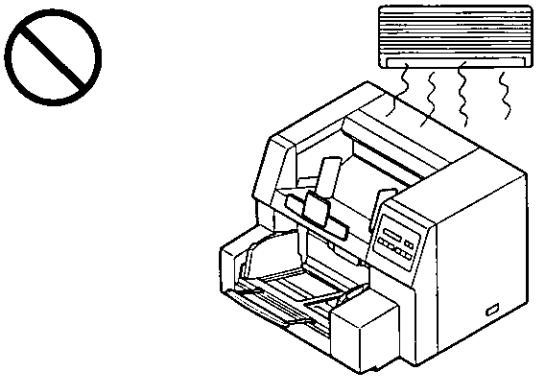
Do not place the unit in direct sunlight or in a cold draft.



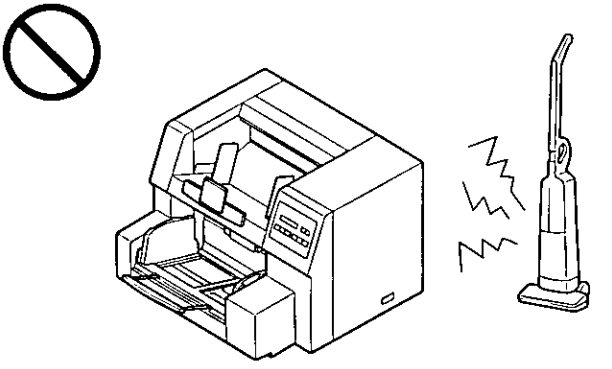
Do not use the unit in a vertical position.



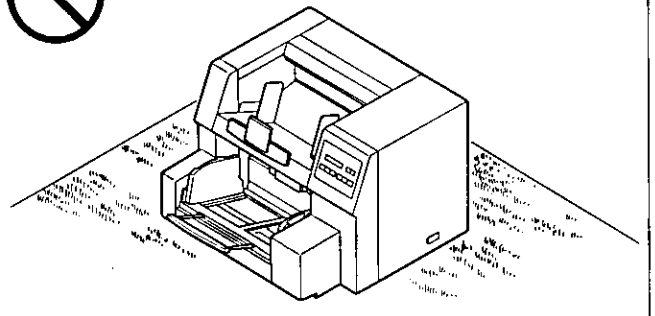
Do not place the unit near a heating appliance or an air conditioning vent. Do not place the unit in a room with extremely high or low humidity.



Do not place the unit near other appliances which generate large electrical noise.

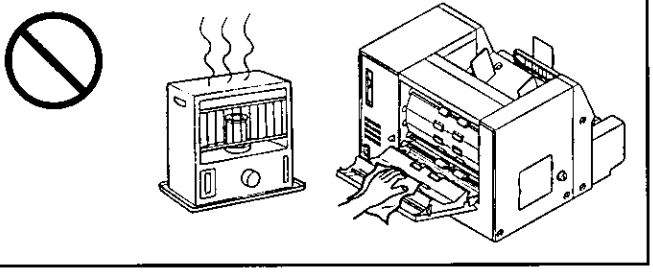


Do not place the unit on a carpet. (Static electricity can cause the unit to malfunction)



Do not drink or inhale the included roller cleaning paper fluid.
The roller cleaning paper may be harmful to sensitive skin, so please use protective gloves.
Do not use the roller cleaning paper near a heater or open flame.

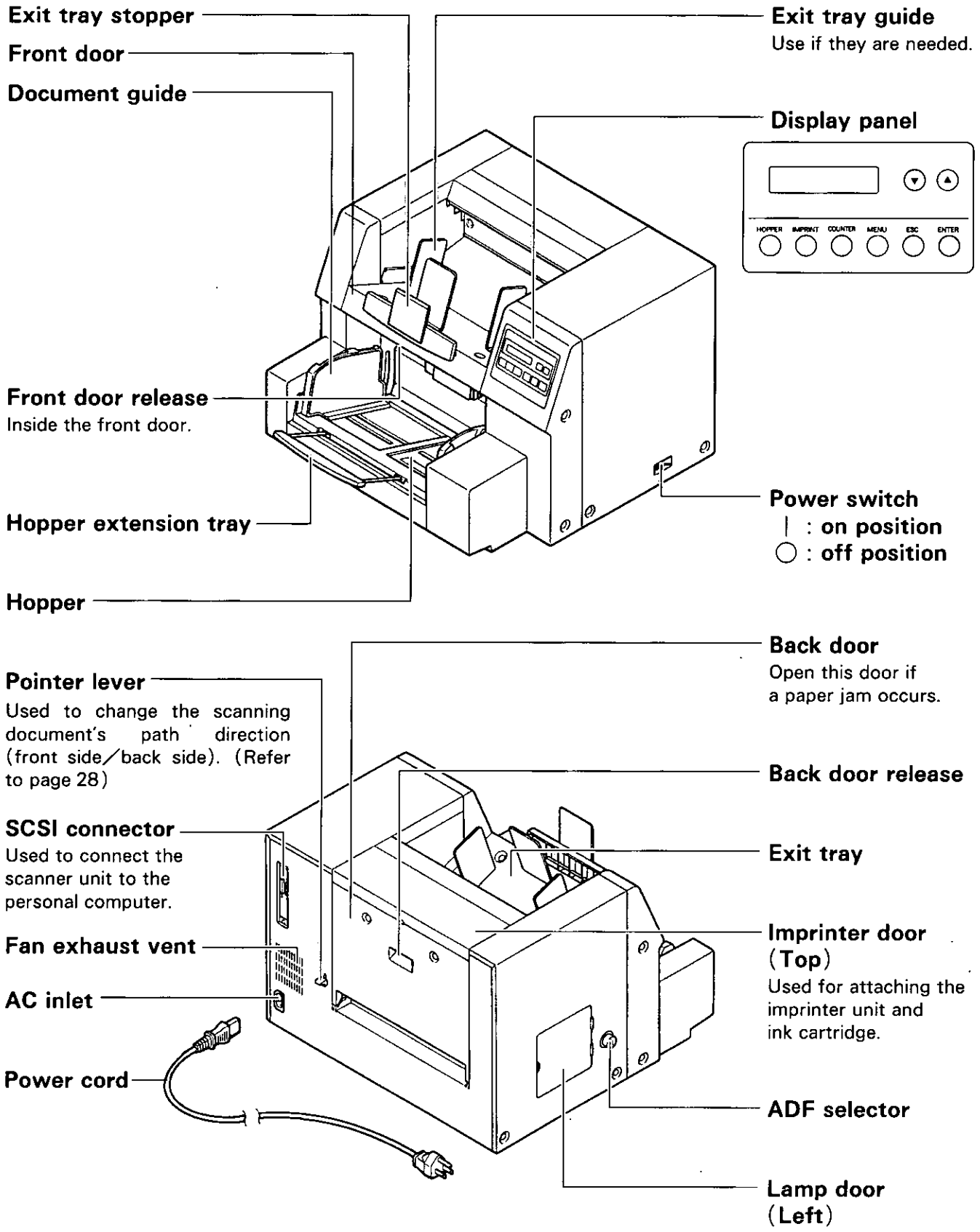
- This may cause a fire.



● Power Source

- Use a voltage level which does not vary more than ±10% from the voltage level marked on the nameplate (located on the rear of the scanner).
- Do not use an extension cord.
- This scanner should be connected to a grounded outlet.
- Do not use a line conditioner, transient suppressor or surge protector.

Component Identification



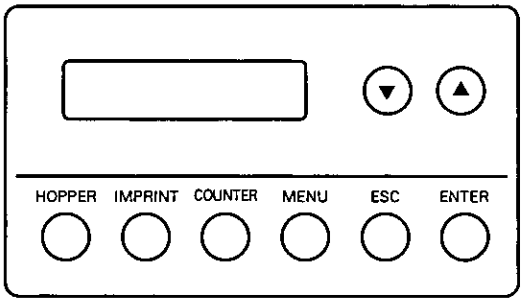
Display Panel Instructions

Before scanning the document, perform the required settings on the display. Setting information and scanner conditions are shown on the display. When setting all of the items, confirm the next display on the LCD (Liquid Crystal Display).

R	e	a	d	y										
								1	1	:	2	2		1	2

Current time (After scanning, the counter amount will be displayed. If any key is pressed, the display will return to the current time.)

■Display panel and keys



HOPPER : Press when changing the hopper position to the next position.

IMPRINT : Press when changing the numbering print.

COUNTER : Press to change the counter.

MENU : Press when changing the mode setting.

ESC : Press to escape each setting to the previous mode.

ENTER : Press to enter each setting.

: Up to 32 characters can be displayed during scanning or setting.

■Setting the hopper position

When scanning each document, the hopper will set to rise to the best position.

1 Press the hopper key.

- **If the desired hopper position is shown on the display, go to step 3.**

H	o	p	p	e	r		P	o	s	i	t	i	o	n	?
							1	0	0	0	p	a	g	e	s

2 Set the best hopper position using the hopper key.

- **If the hopper key is pressed repeatedly, the display will change as follows.**

  → 1000 pages → 200 pages → 1 page →

H	o	p	p	e	r		P	o	s	i	t	i	o	n	?
								2	0	0	p	a	g	e	s

3 Press the enter key.

- **To return to the previous setting (in step 1), press the esc key.**
- **The scanner will return to the normal scanning position.**

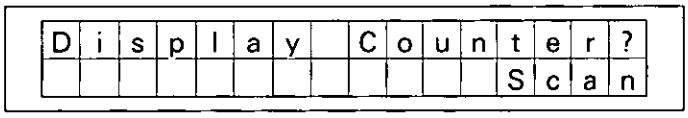
R	e	a	d	y											
								1	1	:	2	2		1	2

■Setting the counter

The number of pages scanned can be displayed on the LCD in 4 different ways.

1 Press the counter key.

- **If the desired method is displayed on the LCD, then go to step 3.**

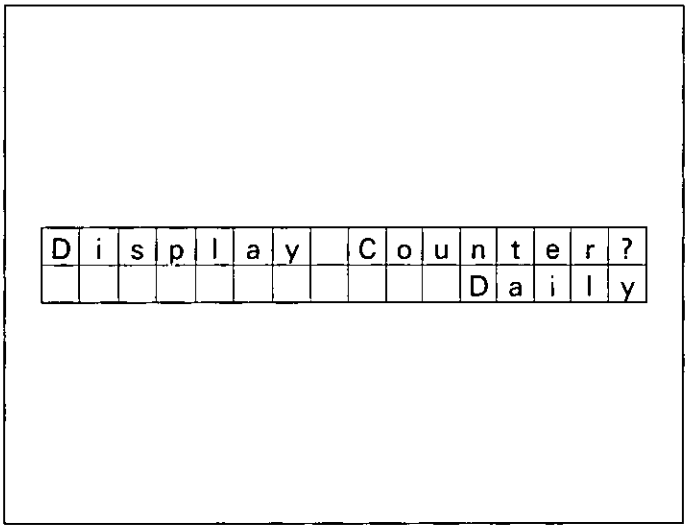


2 Select the desired method using the counter key.

- **If the counter key is pressed repeatedly, the display will change as follows.**

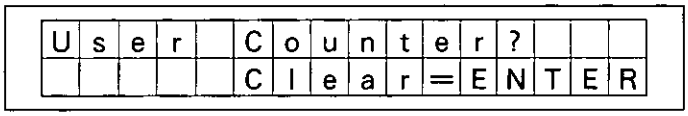
┌→ Scan → User → Daily → Total ┐

Scan:After scanning one time, the scanner counter will be cleared.
User:The user can clear the scanner counter when necessary.
Daily:The scanner counter will be cleared everyday.
Total:The total amount of scanned documents up to now will be displayed.

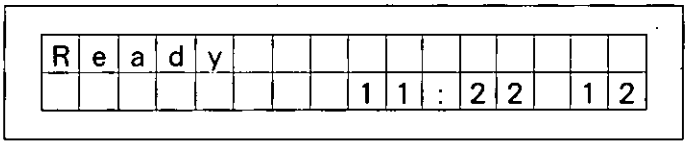


3 Press the enter key.

- **To return to the previous setting (in step 1), press the esc key.**
- **If you set "User" in step 2, the display will show as the one to the right.**



4 To change the scanner counter to "0", press the enter key.
If the scanner counter does not change to "0", press the esc key.

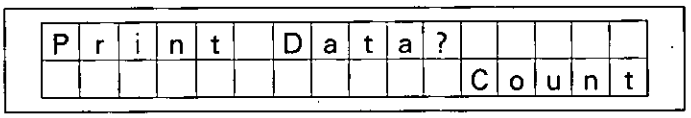


■Setting the imprinter

Depending on the setting of "Setting the counter", page number of the scanned document will be printed. The imprinter unit option is required. If a personal computer is connected, there may be settings required on the personal computer as well.

1 Press the imprint key.

- **If the desired print information is displayed, go to step 3.**



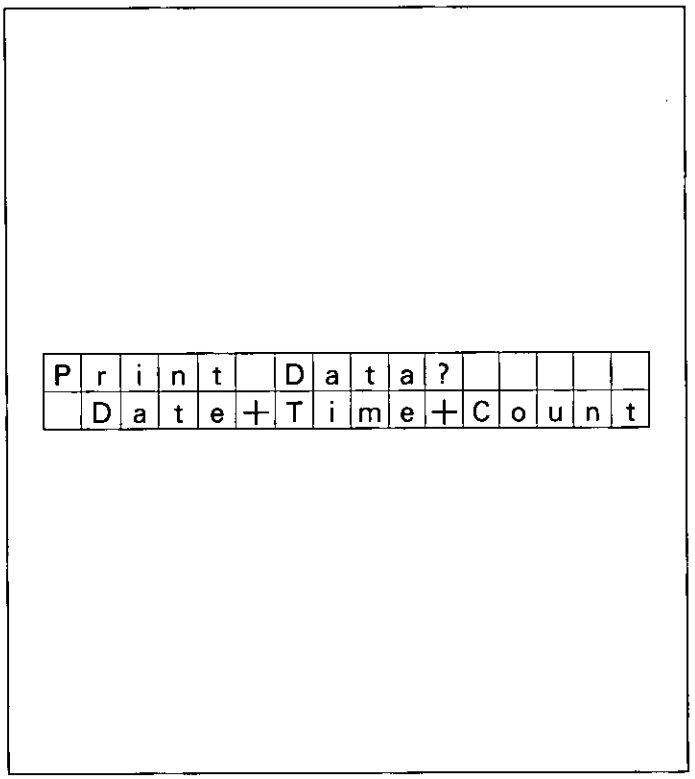
2 Select the desired printing using the imprint key.

- **If the Imprint key is pressed repeatedly, the display will change as follows.**

Disable → Count → Date+Count → Date+Time+Count →

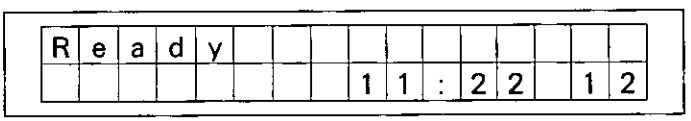
Disable	**:The unit will not print.**
Count	**:The scanned page number will be printed.**
Date and Count	**:The scanned date and page number will be printed.**
Date, Time and Count	**:The scanned date, time and page number will be printed.**

When the imprinter unit option is not installed, "Disable" will remain on the display.



3 Press the enter key.

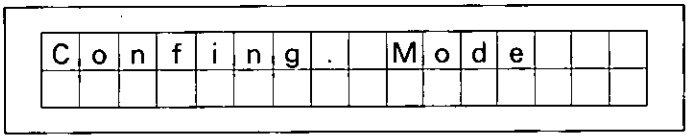
- **To return the setting to the previous one (in step 1), press the esc key.**



■Entering the configuration mode

1 Press the menu key.

- **The configuration mode is entered. To return to the normal scanning mode, press the esc key.**

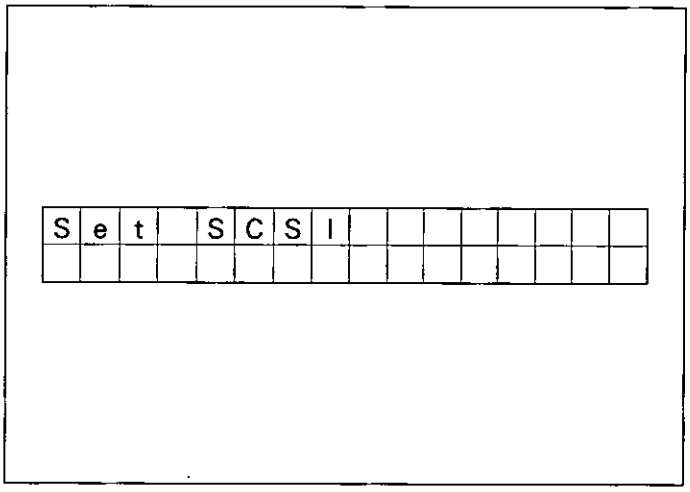


2 Press the enter key.

- **After entering the configuration mode, pressing the menu key repeatedly will change the LCD as follows. Select the desired mode using the menu key.**

→ Set SCSI → Set Counter →
Set Imprinter ← Set Scanner ←
→ Clear Warning → Set Other Param.→

If the imprinter unit option is not installed, "Set Imprinter" will not be displayed.

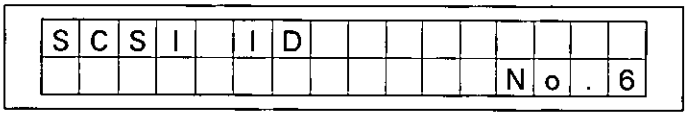


■Setting the SCSI

You can set the SCSI ID, terminator and product ID. The product ID setting depends on the personal computer scanner application which you are using.

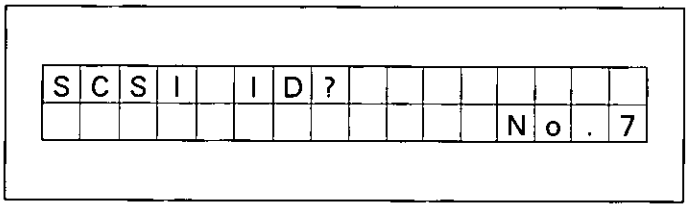
● Setting the SCSI ID

1 When "Set SCSI" is displayed, press the enter key.



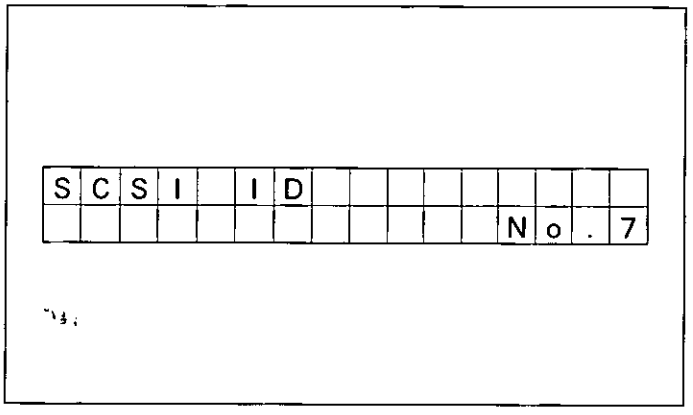
2 Use the ▼ key or ▲ key to select the desired setting.

- **The ▲ key moves to the next ID as shown below.**
  The ▼ key moves to the previous ID.
  →0 → 1 → 2 → 3 → 4 → 5 → 6 → 7→



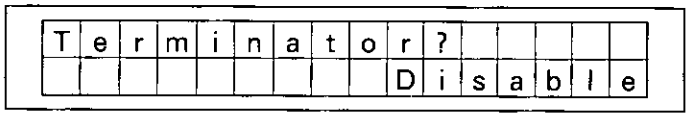
3 Press the enter key.

- **To return the setting to the previous one (in step 1), press the esc key.**
- **After entering the SCSI ID setting mode, pressing the menu key repeatedly will change the display as follows. Use the menu key to select the desired setting.**
  → SCSI ID → Terminator → Product ID →
- **The new SCSI setting will be activated when the power is turned off and turned back on.**

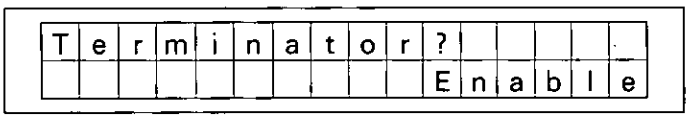


● Setting the terminator

1 Press the menu key until "Terminator" is displayed.

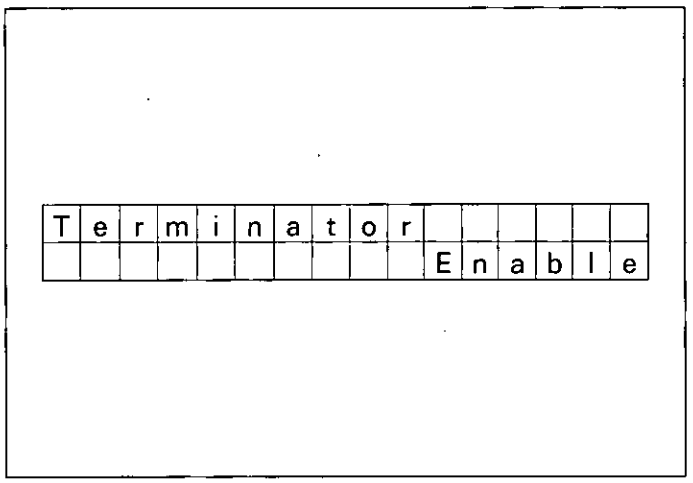


2 Use the ▼ key or ▲ key to select "Enable" or "Disable".



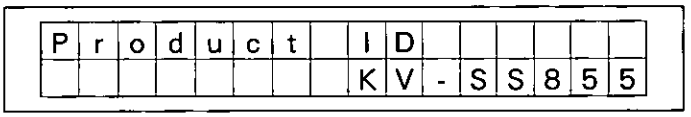
3 Press the enter key.

- **The return to the previous setting (in step 1), press the esc key.**
- **Set the terminator to "Enable" when: Connecting only one scanner to the personal computer, or Connecting other units and a scanner (last) to the personal computer.**
- **The internal terminator in the scanner will only work when the scanner power is on. If the internal terminator in the scanner is set to "Enable", be sure that the scanner is turned on when using the personal computer.**



● Setting the product ID

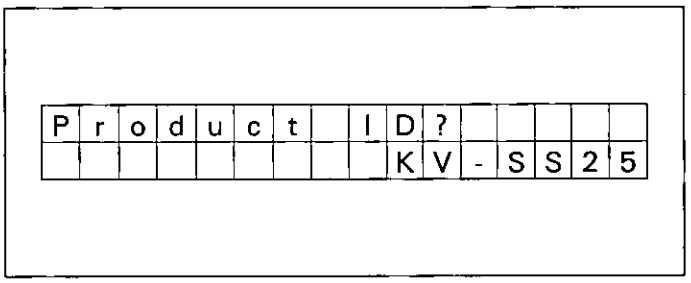
1 Press the menu key until "Product ID" is displayed.



2 Use the ▼ key or ▲ key to select the desired unit.

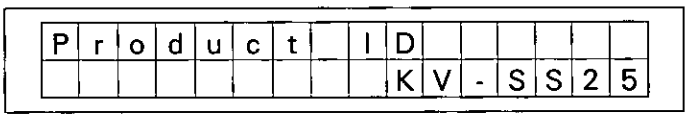
- **The ▲ key moves to the next setting as shown below. The ▼ key moves to the previous setting.**

KV-SS855 → KV-SS25 → ····· ····· ← KV-SS55EX



3 Press the enter key.

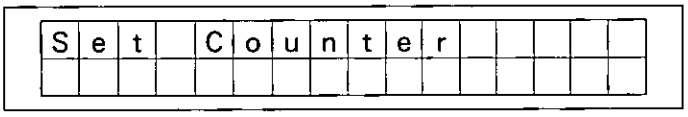
- **To return to the previous setting (in step 1), press the esc key.**



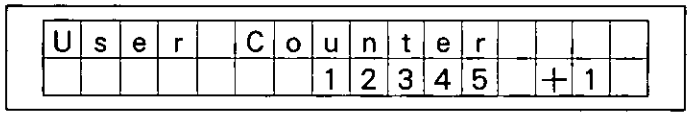
■Setting the counter

You can set the counter to one of the following.
User Counter : The user can reset the counter.
Daily Counter : The counter will be reset to "0" at the end of the day. (0:00 am or 4:00 am)
System Counter: The total amount of scanned documents up to now will be displayed. If you would like to change this setting, consult with your service dealer.

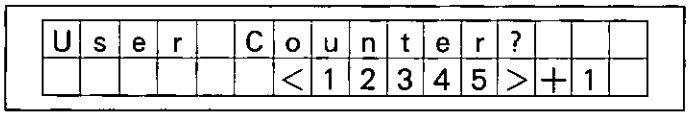
1 Press the menu key until "Set Counter" is displayed.



2 Press the enter key.

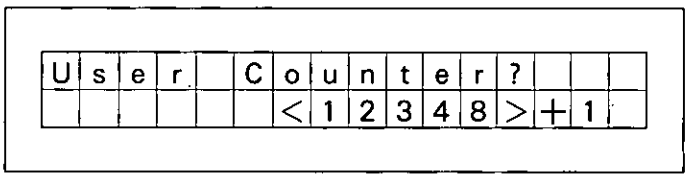


3 Press the enter key.

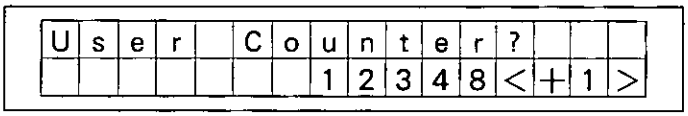


4 Use the ▼ key or the ▲ key to change the user counter amount.

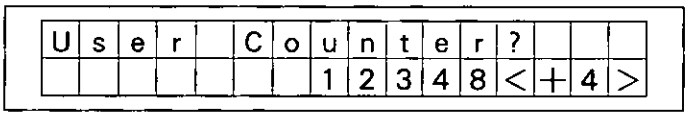
- **Pressing the ▼ key or ▲ key continuously will change the user counter amount by ten.**



5 Press the enter key.

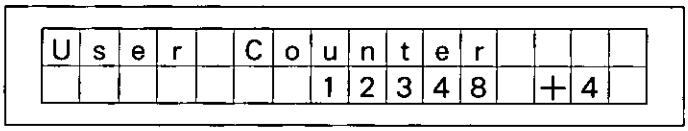


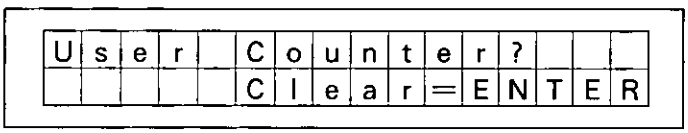
6 Using the same procedure in step 4, change the scanner user counter extender.



7 Press the enter key.

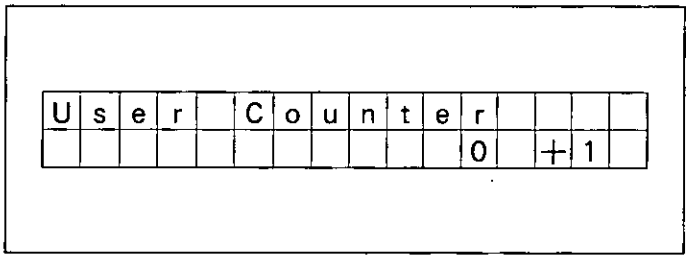
- **After making user counter changes, the display will show as shown to the right. Even if no changes are made, the display will also show as to the right. Go to step 8.**
- **To return to the previous setting (in step 1), press the esc key.**





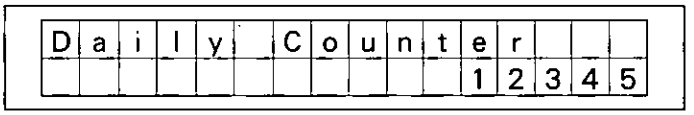
8 To change the counter to "0", press the enter key.
If the counter does not change to "0", press the esc key.

- **To return to the previous setting, press the esc key.**

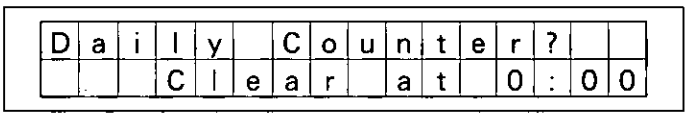


● Setting the daily counter

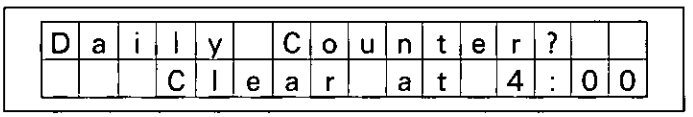
1 Press the menu key until "Daily Counter" is displayed.



2 Press the enter key.

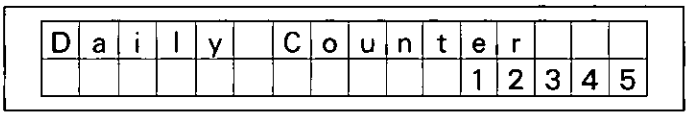


3 Use the ▼ key or ▲ key to set "0:00" or "4:00".



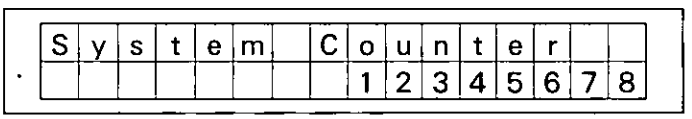
4 Press the enter key.

- **To return to the previous setting (in step 1), press the esc key.**

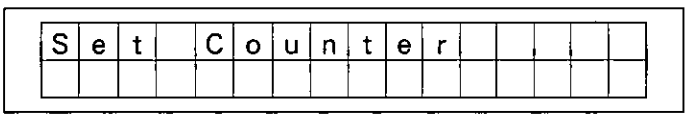


● Checking the system counter

1 Press the menu key until "System Counter" is displayed.



2 Confirm the scanner counter and press the esc key.



■Setting the scanner

You can set the following depending on the document's scanning condition.

Scanning Side : Sets the scanning side.
When you cannot set from the personal computer, use the "Scanning Side" setting. When the setting becomes unnecessary, return the setting back to "Host".

Halftone Front : Sets the gradation when scanning the front side of a document.

Halftone Back : Sets the gradation when scanning the back side of a document.

Brightness Front : Sets the density when scanning the front side of a document.

Brightness Back : Sets the density when scanning the back side of a document.

Contrast Front : Sets the contrast when scanning the front side of a document.

Contrast Back : Sets the contrast when scanning the back side of a document.

Image Emphasis Front: Sets the emphasis when scanning the front side of a document.

Image Emphasis Back : Sets the emphasis when scanning the back side of a document.

Noise Reduction Front: Sets the noise reduction when scanning the front side of a document.

Noise Reduction Back : Sets the noise reduction when scanning the back side of a document.

Double Feed : Sets whether or not to detect double feeding.

Feed Speed : Sets the feed speed when a document is being scanned.

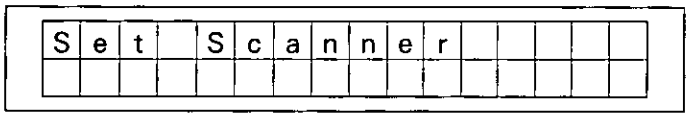
Black Line Remove : Sets whether or not to remove the black lines which appear at the top and bottom of the image after scanning the document.

Lamp Hold Time : Sets the time until the lamp is turned off from end of scanning.

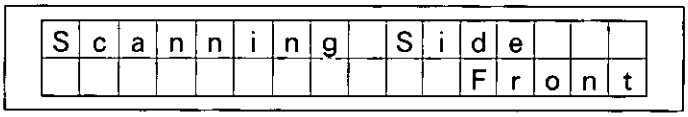
Scanning Mode : Selects whether documents are scanned at actual size or reduced (Fit to Page) size.

● Setting the scanning side

1 Press the menu key until "Set Scanner" is displayed.



2 Press the enter key.

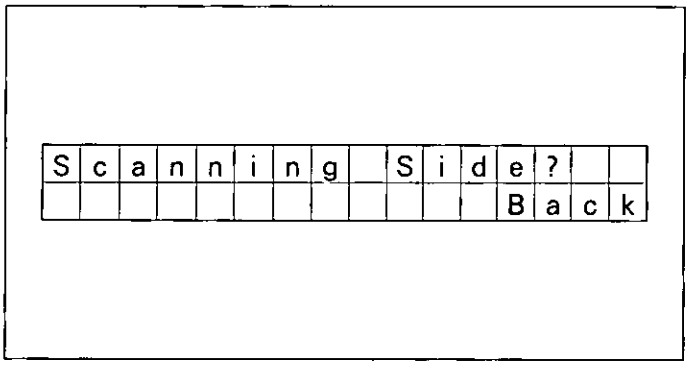


3 Use the ▼ key or the ▲ key to select the desired scanning side.

- **Pressing the ▲ key will show the next setting. Pressing the ▼ key will show the previous setting.**

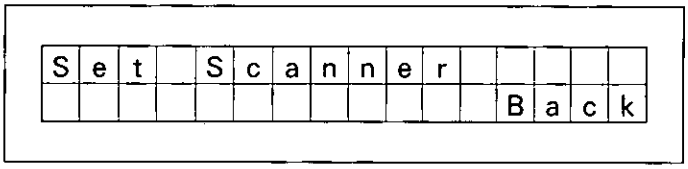
→ Host → Front → Back →

Host : Follows the personal computer settings.
Front: Scans the front side.
Back : Scans the back side.



4 Press the enter key.

- **To return to the previous setting (in step 2), press the esc key.**
  The LCD will return to the display shown in step 1.



● Setting other scanning conditions

1 Press the menu key until the desired menu is displayed.
(See page 17.)

2 Use the ▼ key or ▲ key to select the desired condition.

3 Press the enter key.

- **To return to the previous setting (in step 1), press the esc key.**
  The LCD will return to the display "Set Scanner".

Scanning condition settings

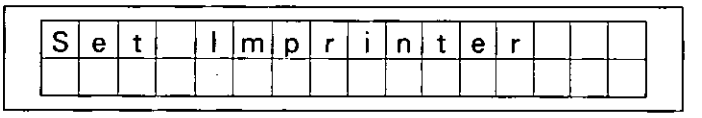
Menu Change using the menu key.	Setting contents Pressing the ▲ key changes to the next option. Pressing the ▼ key changes to the previous option.	Confirming the setting Fix by pressing the enter key.
Halftone Front	→ Host → Binary → Bayer dither 64 → Halftone dot 32 ← Bayer dither 16 ← → Halftone dot 64 → Error diffusion →	Halftone Front Bayer dither 64
Halftone Back	→ Host → Binary → Bayer dither 64 → Halftone dot 32 ← Bayer dither 16 ← → Halftone dot 64 → Error diffusion →	Halftone Back Bayer dither 64
Brightness Front	→Host → 1 → 2 → 3 → ····· → 255 →	Brightness Front Host
Brightness Back	→Host → 1 → 2 → 3 → ····· → 255 →	Brightness Back 128
Contrast Front	→Host → 1 → 2 → 3 → ····· → 255 →	Contrast Front 2
Contrast Back	→Host → 1 → 2 → 3 → ····· → 255 →	Contrast Back 255
Image Emphasis Front	→ Host → None → Low → Medium → Smooth ← High ←	Image Emphasis Front Smooth
Image Emphasis Back	→ Host → None → Low → Medium → Smooth ← High ←	Image Emphasis Back Medium
Noise Reduction Front	→ Host → None → 1×1 → 2×2 → 6×6 ← 5×5 ← 4×4 ← 3×3 ←	Noise Reduction Front None
Noise Reduction Back	→ Host → None → 1×1 → 2×2 → 6×6 ← 5×5 ← 4×4 ← 3×3 ←	Noise Reduction Back 1×1
Double Feed	→ Host → Not detect → Detect →	Double Feed Detect
Feed Speed	→ Normal → Slow →	Feed Speed Normal
Black Line Remove	→ Host → Disable → Enable →	BLK Line Remove Enable
Lamp Hold Time	→ 1 min. → 5 min. → 10 min. → Permanence ← 60 min. ←	Lamp Hold Time 1min.
Scanning Mode	→ Actual → Fit to Page →	Scanning Mode Actual

■Setting the imprinter

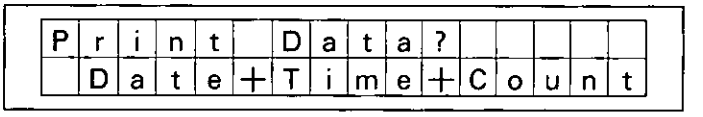
The imprinter unit option is required.
Sets the printing and printing position of page number of the scanned document.

● Setting the imprint data

1 Press the menu key until "Set Imprinter" is displayed.



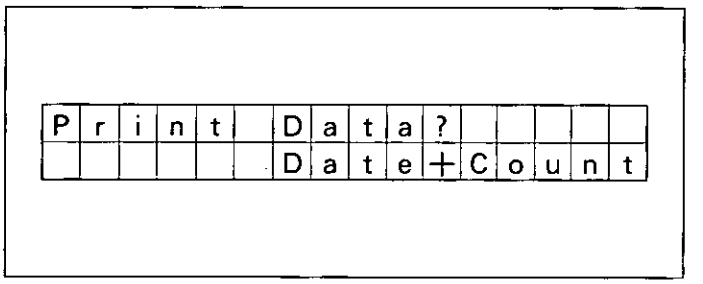
2 Press the enter key.



3 Use the ▼ key or the ▲ key to select the desired printing.

- **Pressing the ▲ key changes to the next option.**
  Pressing the ▼ key changes to the previous option.

  → Disable → Count → Date+Count → Date+Time+Count ←

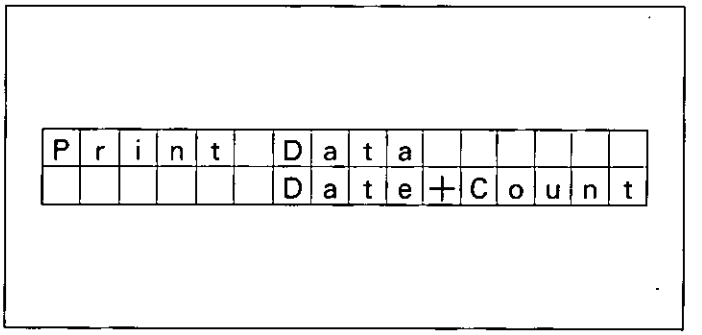


4 Press the enter key.

- **After entering the imprint setting mode, pressing the menu key will change the display as follows. Use the menu key to select the desired setting.**

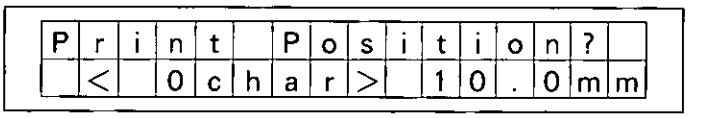
  → Print Data → Print Position →

- **To return to the previous setting (in step 2), press the esc key.**



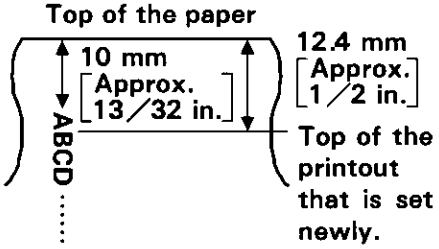
● Setting the print position

1 Press the menu key until "Print Position" is displayed.



2 Use the ▼ key or the ▲ key to select the desired print position.

- **The printout, by the display shown above, will print starting 12.4 mm (approx. 1/2 in.) from the top of the paper, but this position can also be changed by the print position setting.**



For the setting shown on the right, the "B" position will become the beginning of the printout.

Print Position?
< 1char> 12.4mm

3 Press the enter key.

- **To return to the previous LCD setting (in step 1), press the esc key.**

Print Position
< 1char> 12.4mm

■Clearing the warnings

You can clear the following warnings on the display.

Clean Roller : The alarm tells you it is time to check the roller. If it is near 100%, clean the roller.
See "Cleaning the Unit" on page 32.

Replace Roller : The alarm tells you the roller needs to be changed. If it is near 100%, replace the paper feed roller module and retard roller module.
See "Replacing the Roller Modules" on page 37.

Replace F-Lamp: The alarm tells you the front side scanning lamp needs to be changed. If it is near 100%, ask your dealer to replace the front side lamp module.

Replace B-Lamp: The alarm tells you the back side scanning lamp needs to be changed. If it is near 100%, ask your dealer to replace the back side lamp module.

● To clear the clean roller

1 Press the menu key until "Clear Warning" is displayed.

Clear Warning

2 Press the enter key.

Clean Roller
20% Clear=ENTER

3 Press the enter key.

- **To return to the previous setting (in step 2), press the esc key.**
  The LCD will return to the display shown in step 1.
- **After entering the warning display mode, pressing the menu key will change the display as follows. Use the menu key to select the desired setting.**

→ Clean Roller → Replace Roller
Replace F-Lamp ←
→ Replace B-Lamp

Clean Roller
0% Clear=ENTER

● To clear other warnings

1 Press the menu key until the desired warning is displayed.

Warning display for replacing the roller

Replce Roller
20% Clear=ENTER

Warning display for replacing the front side lamp module

Replce F-Lamp
20% Clear=ENTER

Warning display for replacing the back side lamp module

Replce B-Lamp
20% Clear=ENTER

2 Press the enter key.

- **To return to the previous setting (in step 1), press the esc key.**
  The LCD will return to the "Clear Warning" display.

Warning display for replacing the roller

Replce Roller
0% Clear=ENTER

Warning display for replacing the front side lamp module

Replce F-Lamp
0% Clear=ENTER

Warning display for replacing the back side lamp module

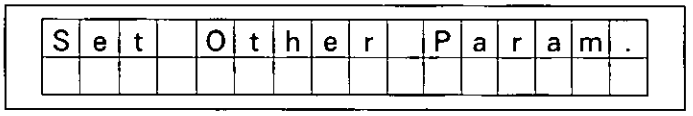
Replce B-Lamp
0% Clear=ENTER

■Setting other parameters

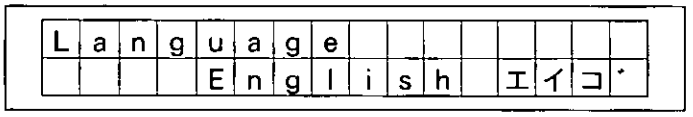
The following parameters can be set.
Language: Sets the display language (English, Japanese).
Buzzer : Sets whether a bell rings or not. If set to "ON", the following will occur.
When pressing a button, one short beep will be heard.
When there is an error, 4 short beeps will be heard.
When scanning is completed correctly, one long beep will be heard.
Date : Sets the current date.
Time : Sets the current time.
Version : Displays the unit version.

● Setting the language

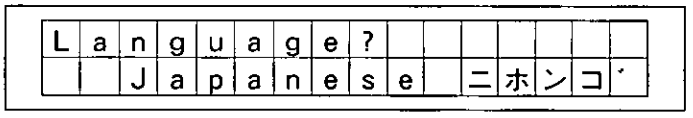
1 Press the menu key until "Set Other Param." is displayed.



2 Press the enter key.



3 Use the ▼ key or the ▲ key to select "English" or "Japanese".

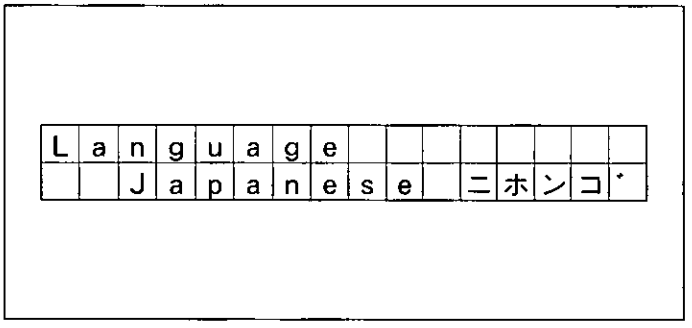


4 Press the enter key.

- **To return to the previous setting (in step 2), press the esc key.**

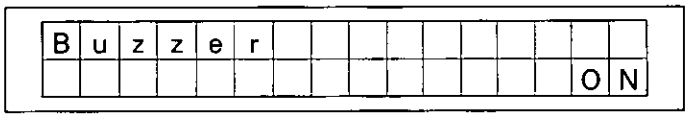
After entering the other parameter setting mode, pressing the menu key will change the display as follows. Use the menu key to select the desired setting.

→ Language → Buzzer → Date → Time ← Version ←

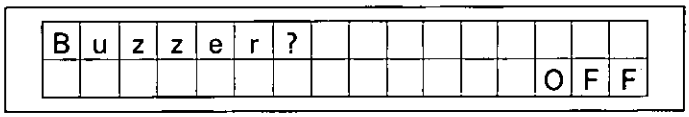


● Setting the buzzer

1 Press the menu key until "Buzzer" is displayed.

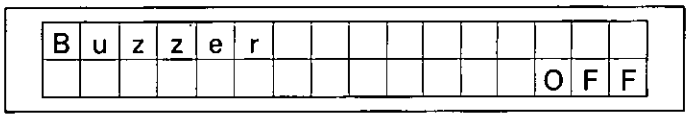


2 Use the ▼ key or the ▲ key to select "ON" or "OFF".



3 Press the enter key.

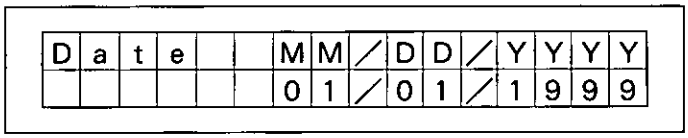
- **To return to the previous setting (in step 1), press the esc key.**



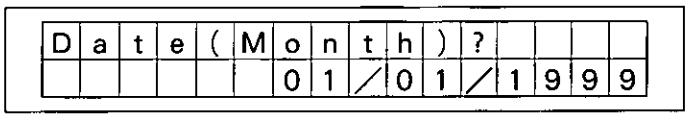
● Setting the date

1 Press the menu key until "Date MM/DD/YYYY" is displayed.

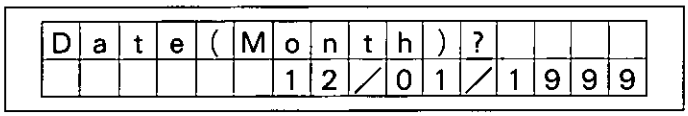
- **MM is the month, DD is the day, and YYYY is the year.**



2 Press the enter key.

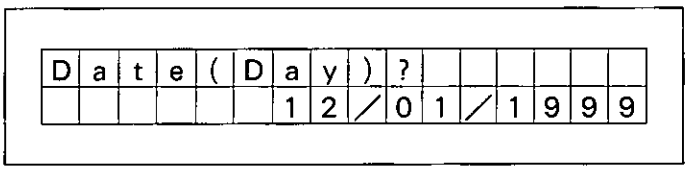


3 Use the ▼ key or the ▲ key to select the desired setting.

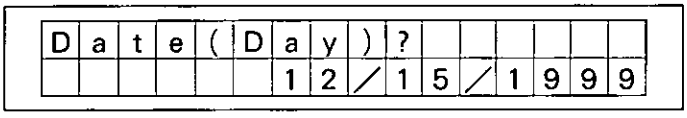


4 Press the enter key.

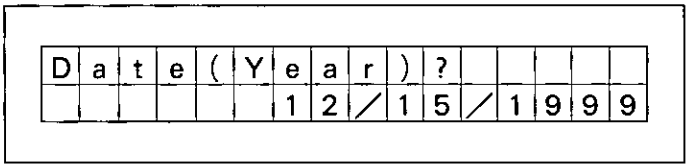
- **If you do not need to change the month, press the esc key.**
  The LCD will change to the display shown in step 6.



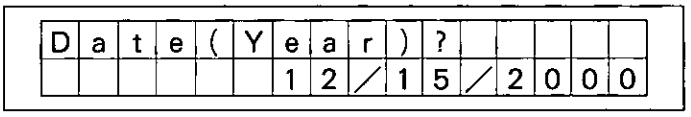
5 Using the same method in step 3, set the desired day.



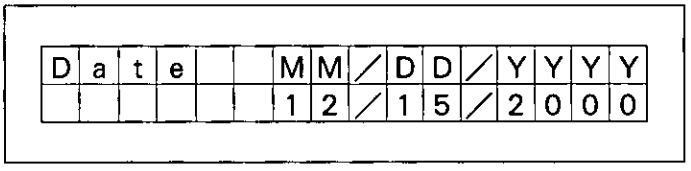
6 Press the enter key.
- **If you do not need to change the day, press the esc key.**
  The LCD will change to the display shown in step 2.



7 Using the same method in step 3, set the desired year.

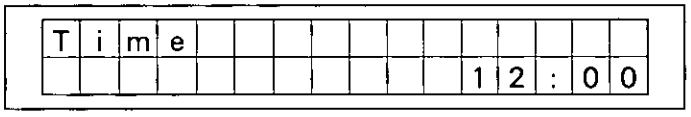


8 Press the enter key.
- **If you do not need to change the year, press the esc key.**
  The LCD will change to the display shown in step 1.

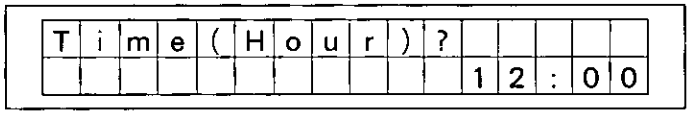


● Setting the time

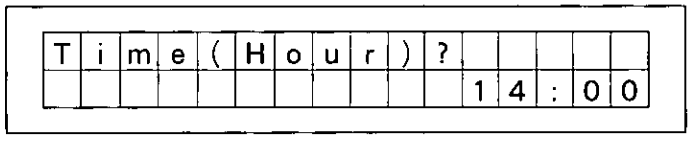
1 Press the menu key until "Time" is displayed.



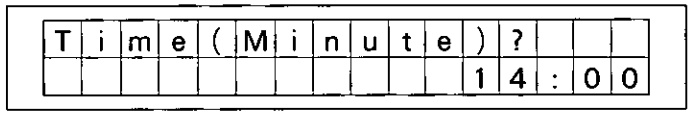
2 Press the enter key.



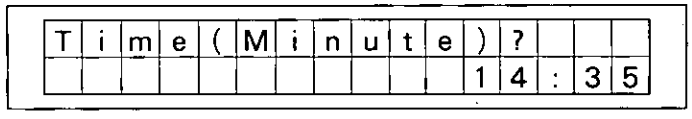
3 Using the ▼ key or the ▲ key, set the desired hour.
- **The time is shown in military time (24:00).**



4 Press the enter key.

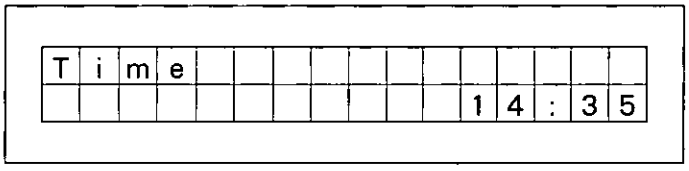


5 Using the same method in step 3, set the desired minutes.



6 Press the enter key.

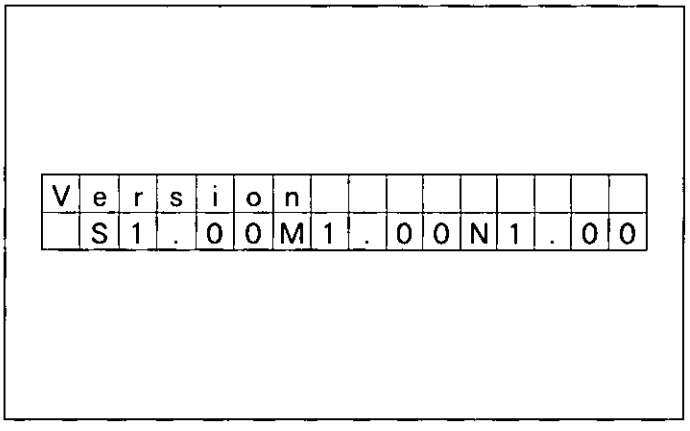
- **When the hour is changed, the seconds are cleared to "0".**
- **To return to the previous setting (in step 1), press the esc key.**



● Checking the version

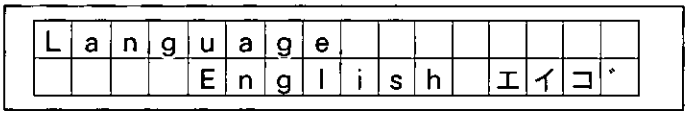
1 Press the menu key until "Version" is displayed.

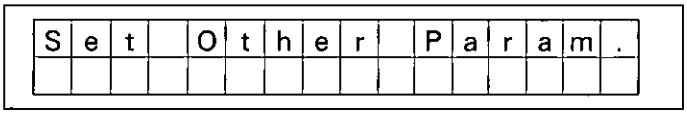
- **S1.00 :Displays the SCSI firmware version.**
  M1.00:Displays the mechanical control firmware version.
  N1.00:Displays the numbering firmware version.
  If a imprinter unit is not installed, the entry will remain empty.



2 After confirming the entry, press the menu key, then the esc key.

- **Pressing the Menu key will display the above right display.**
- **Pressing the esc key will display the bottom right display.**





Loading a Document

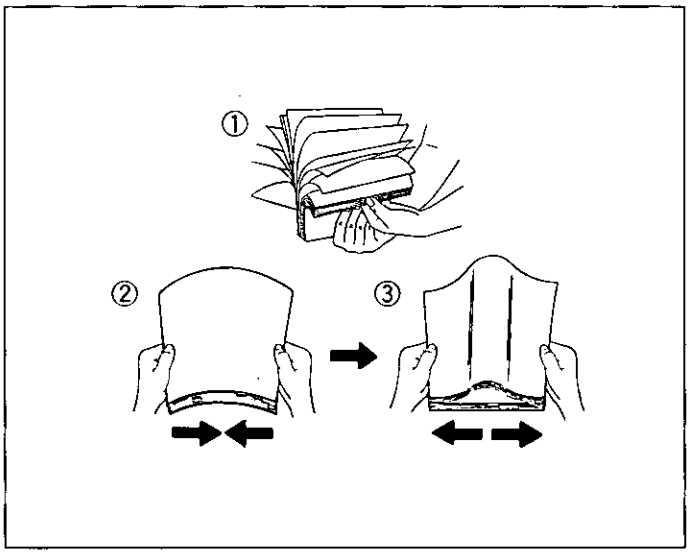
1 Documents that have been stapled together or have been sitting together (as in a file folder) for some time will need to be separated.

①Fan the stack of document to separate all edges.

②Hold both ends of the document and bend the documents as shown in the illustration to separate the centers.

③Hold the documents firmly and pull them apart as shown in the illustration to straighten.

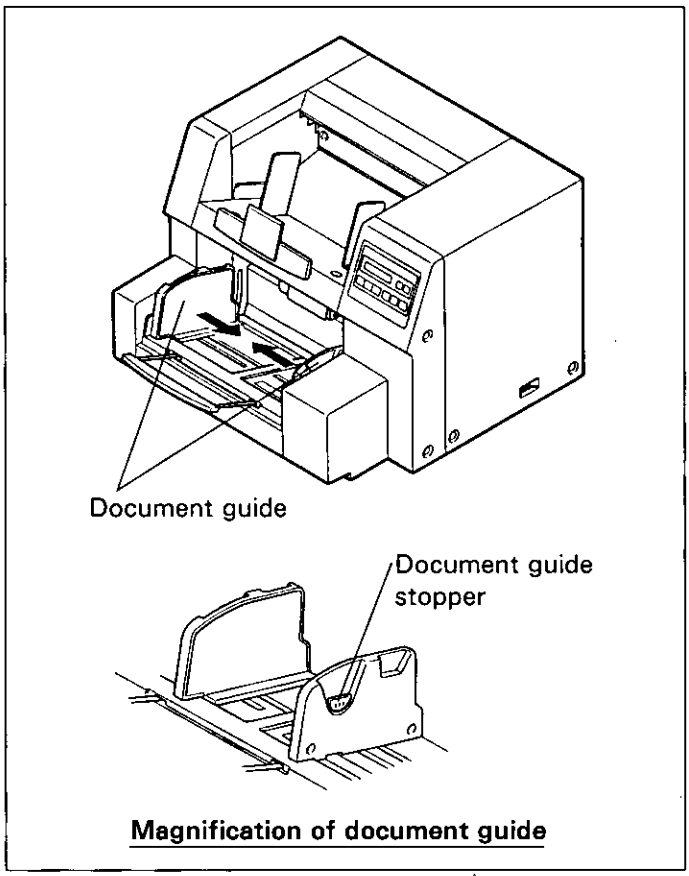
Repeat these steps as necessary.



2 Carefully align the documents.

3 Adjust the document guides to accommodate a size which is slightly larger than the actual document size.

- **Depress the document guide stopper to conduct this adjustment.**

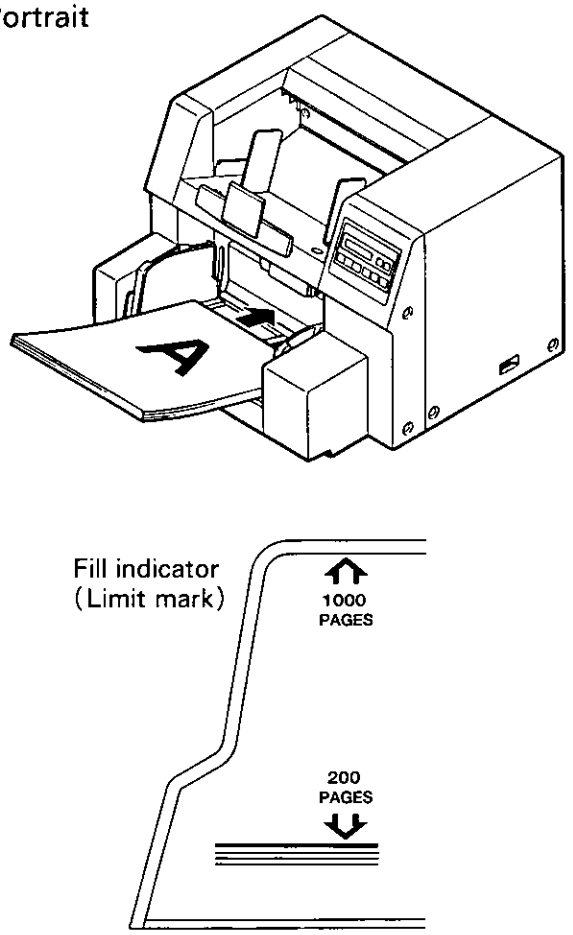


Magnification of document guide

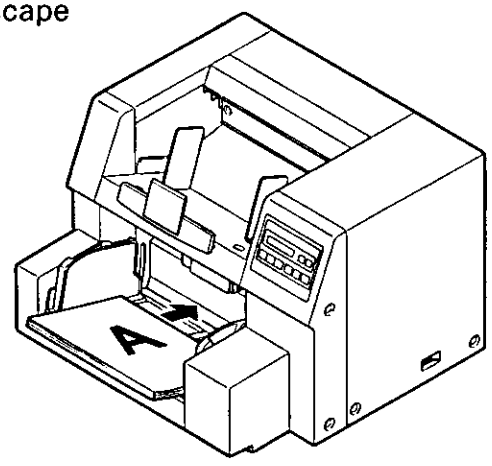
4 Place the documents on the document hopper with the side to be scanned facing up, then push them in the direction of the arrow until they stop.

- **Be sure to place the documents on the document hopper in the lengthwise direction (see the diagram to the right).**
  The amount of documents should not exceed the limit mark on the document guide. This may cause a paper jam or skew.

Portrait

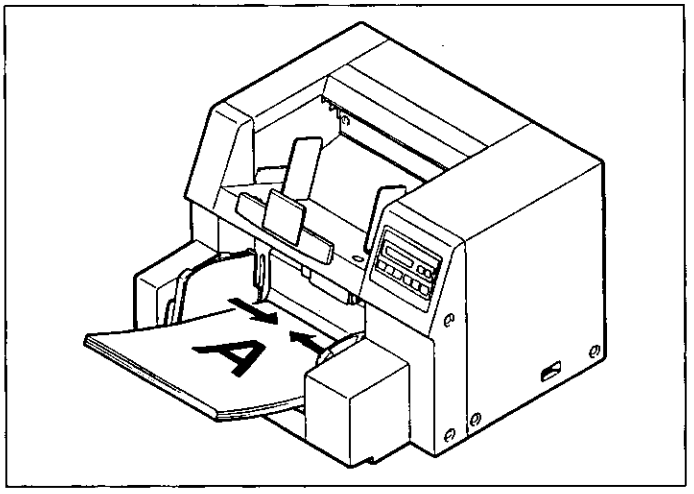


Landscape



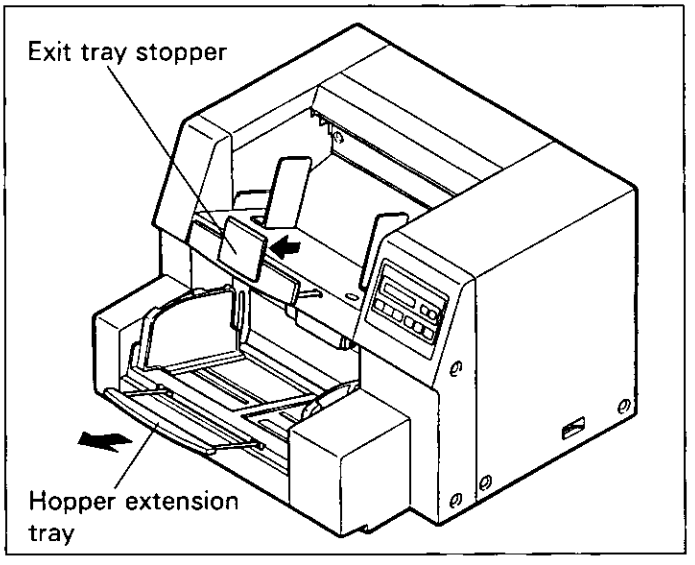
5 Adjust the document guides to fit the size of the documents to be scanned.

- **Accurately adjust the document guides to the document by following the same procedure as in step 3.**



6 When using long size paper, pull out the hopper extension tray from the hopper and exit tray stopper from the front door as shown in the diagram to the right.

- **Also adjust the exit tray stopper position for long size paper.**



Caution :

- For thin or thick paper, scan the document after selecting "1 page" by the hopper key. Also, remove the document from the exit tray after it is scanned.
- The scanner will accept 13 to 42 lb paper for continuous scanning and 11 to 42 lb paper for a single scan.
- Use the slow speed mode to scan thin, creased, or damaged documents.
- When scanning thin documents, be sure to use less than 500 sheets.
- When scanning copying paper such as carbon or carbonless paper, select "1 page" by the hopper key and scan it.
- Install the document while taking care that it does not exceed the fill indicator (limit mark).
- Be sure to remove the document from the exit tray after it is scanned.
- In cases where very fragile documents are to be scanned, it is recommended to make a copy and use the copy to scan into the unit.

Do not SCAN following types of Documents :

- OHP sheets, other plastic film, cloth, or metallic sheets.
- Paper with irregularities such as tabs, staples, paste etc.
- Documents with wet ink.
- Thick or irregular documents such as envelopes, paste, ups, etc.
- Copying paper such as carbons or carbonless paper. (Chemically treated carbonless forms)
  Note: Scanning chemically treated paper will result in premature wear of paper feed roller.
- Damaged or wrinkled documents.
- Unusually shaped documents.
- Tracing paper.

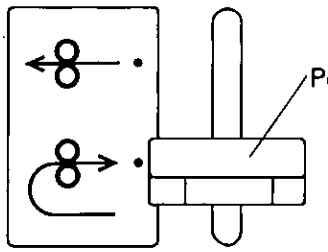
Others

■Scanning copying paper (such as carbon or carbonless paper)

When scanning copying paper, select "1 page" by the hopper key. (See page 9.)
Because it cannot be scanned using continuous mode.
When setting the copying paper on the hopper, lift the paper feed roller module (see page 33) slightly and set the copying paper accurately. Then put the paper feed roller module down on the copying paper.
Copying paper scanning can be performed from a personal computer according to the setting on the PC.

■How to select the paper path for scanned document

To select the front, set the pointer lever to the lower side.
To select the straight path pass through to the back, set the pointer lever to the upper side.



The pointer lever is located on the back side of the scanner.

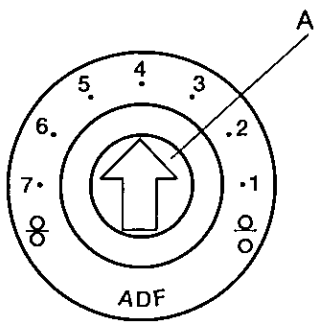
■When multiple-sheet feeding occurs

When multiple-sheet feeding occurs, adjust the ADF selector.

- The factory pre-set is "4".
- If the paper is thin, set to "5". If the document continues to multiple feed, increase the selector level by one until the problem is corrected.
  - **When the top side of a thin document is damaged (torn, creased, etc.), set to "3" and the document will insert easier.**
    The amount of overlap for the separator and retard rollers is as follows.

ADF selector	Overlap
1	0 mm
2	0.1 mm
3	0.2 mm
4	0.3 mm
5	0.4 mm
6	0.5 mm
7	0.6 mm

- If the paper is thick, set to "3". If the document continues to multiple feed, increase the selector level by one until the problem is corrected.

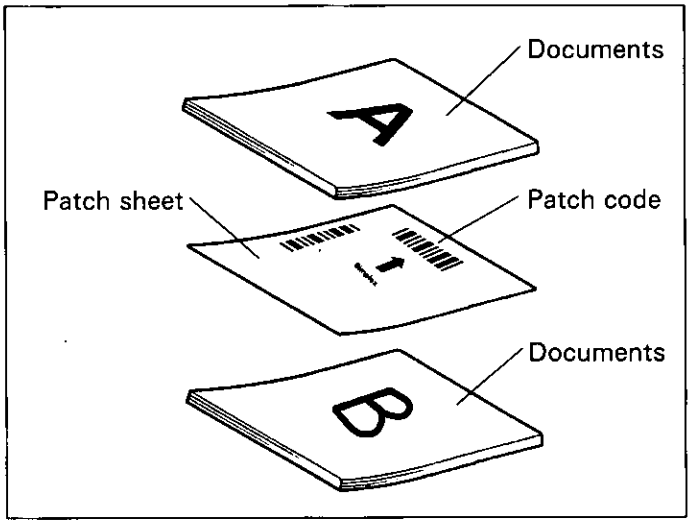


The ADF selector is located on the left side of the scanner.

How to use the patch sheet

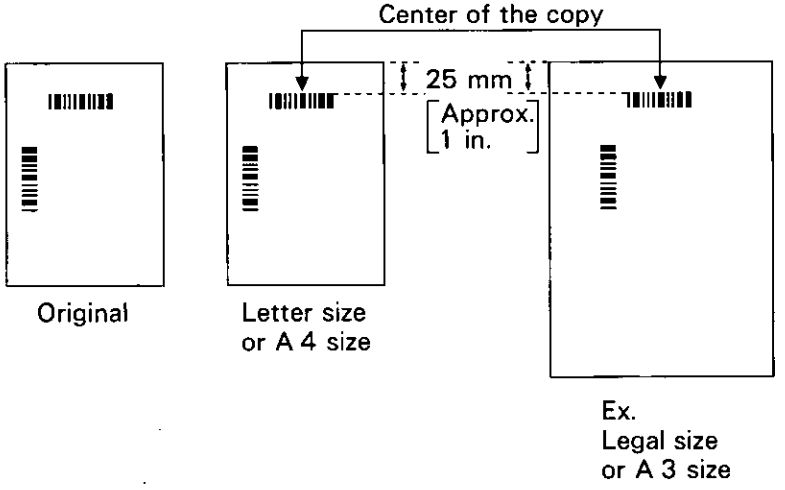
If the patch sheet is used, the documents under the patch sheet are scanned in accordance with the patch code on the patch sheet regardless of scanning condition that is selected previously.

- **Multiple patch sheets can be used.**
- **When using a patch sheet, the application software required depends on the patch sheet.**



Caution for patch sheet

- Make a copy of the patch sheet with a copy machine and use the copy. Store the original patch sheet in a safe place to keep it from getting dirty or losing it.
- Use the same size patch sheet as the scanning document.
- When copying the patch sheet, do not enlarge or decrease the copy size. The copied sheet's pattern should the same size as the original sheet's pattern. Use the same density. Also, be careful the copy is not dirty. If the copy's density is too thin (or too thick), it may not scan properly.
- When copying the patch sheet, if the pattern falls in the area from the top side of the document to 25 mm (approx. 1 inch), adjust the copy. Also, copy the patch sheet so that the pattern lies in the center of the copy.



- Be careful not to get the patch sheet dirty. Do not fold or crease the patch sheet. Scanning will not be performed properly.

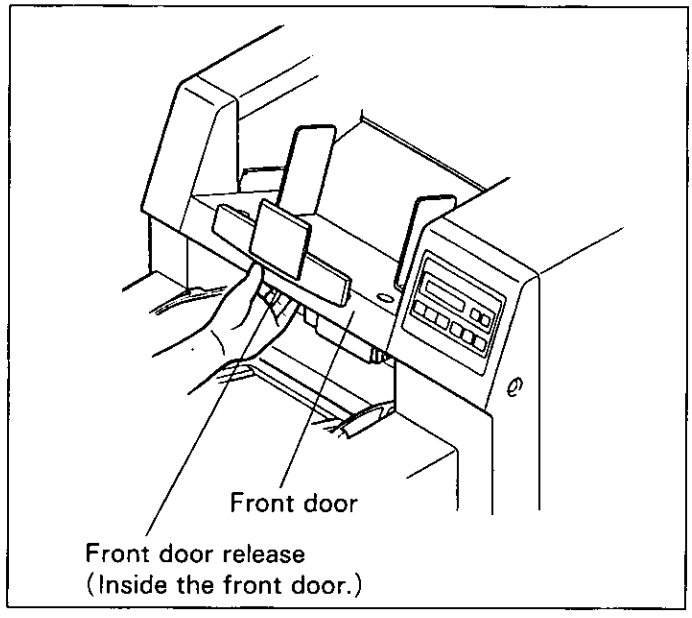
Clearing Paper Jams

Torn documents, thin documents or documents that are creased at the leading edge may cause paper jamming. If a paper jam occurs ("U xx JAM" will be displayed on the LCD), remove the jammed sheet according to the following procedure.

● Removing paper jams from the scanner

Use your fingers to hold down the front door release. After opening the front door, remove the paper feed roller module.

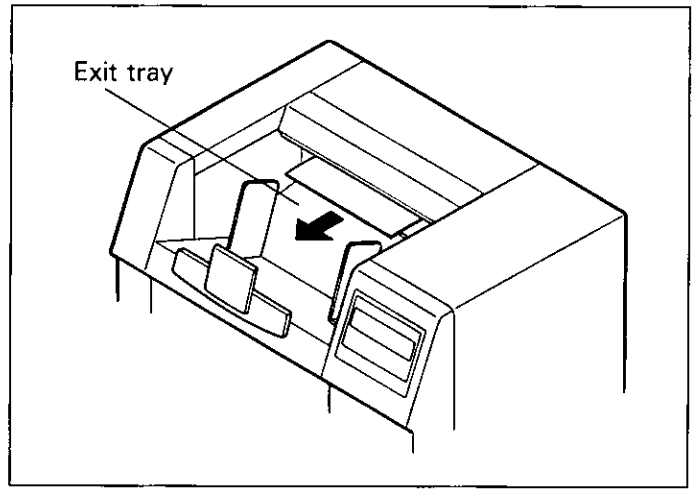
Pull the jammed document toward the front.



● Removing paper jams from the exit tray

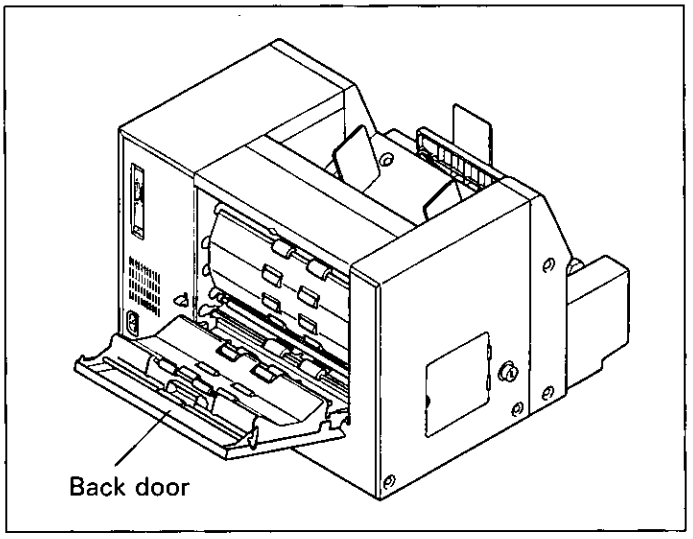
If jammed document appears at the exit tray side, open the back door a little and pull it toward forward.

(See page 31.)



● If the paper cannot be removed by pulling it forward

Open the back door by holding down the back door release, and remove the jammed document.



Cleaning the Unit

Outside of the unit :

- At least once a month

1 Turn the power OFF.

2 Clean the cover with a soft cloth.

3 Remove dirt and dust from the fan exhaust vent with a brush.

Inside the scanner :

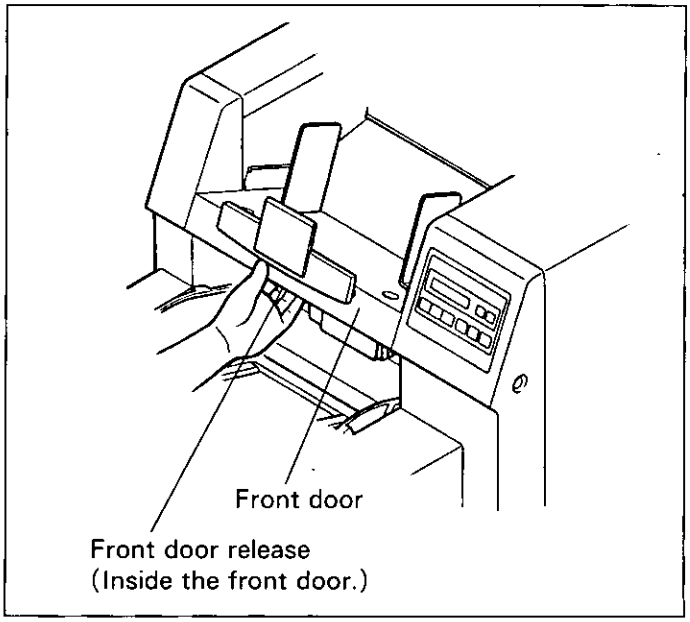
- Clean the unit at least once a week or when 10,000 sheets have been scanned, whichever comes first.
- Clean the rollers and paper sensors if paper jamming or multiple-sheet feeding is a frequent occurrence.
- Clean the scanning section glass and white reference plate when black or white lines appear on the scanned images.
- If the documents you are scanning are dirty, then the scanner parts will become dirty as well. To maintain proper scanning, clean the scanner frequently.

Cleaning the rollers and paper sensors

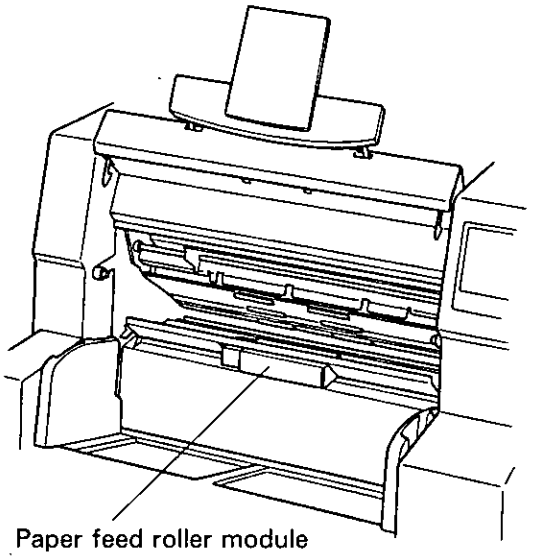
1 Turn the power off.

2 Use your fingers to hold down the front door release.

- **The front door now opens slowly.**

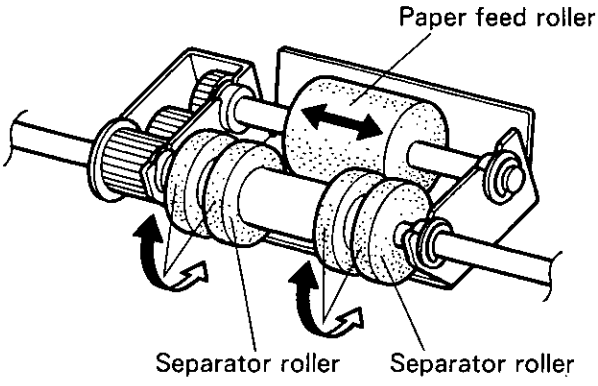


3 Remove the paper feed roller module and retard roller module. (See section "Replacing the Roller Modules" on page 37.)

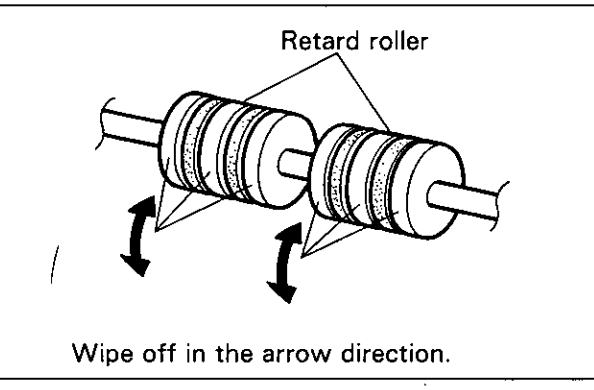


4 Use the accessory roller cleaning paper to wipe off the dirt on the surfaces of the paper feed roller and separator roller.

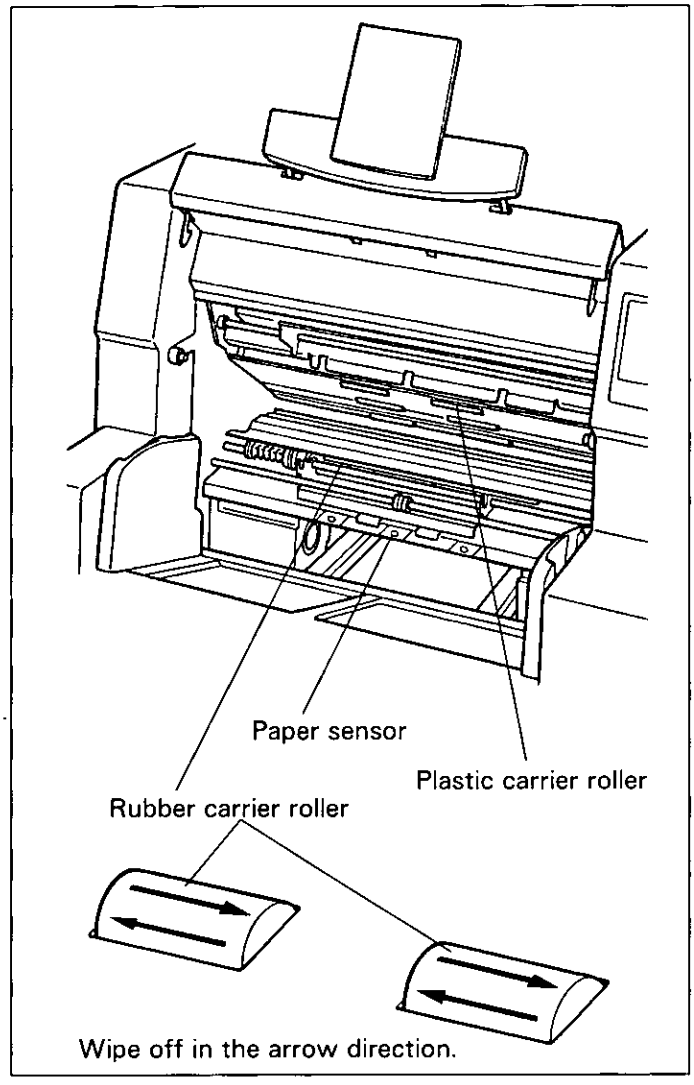
- **When wiping off the dirt on the roller surfaces, hold the rollers to prevent them from rotating, and wipe the rollers all the way around them proceeding from one end to the other in the directions of the arrows shown in the diagram to the right.**



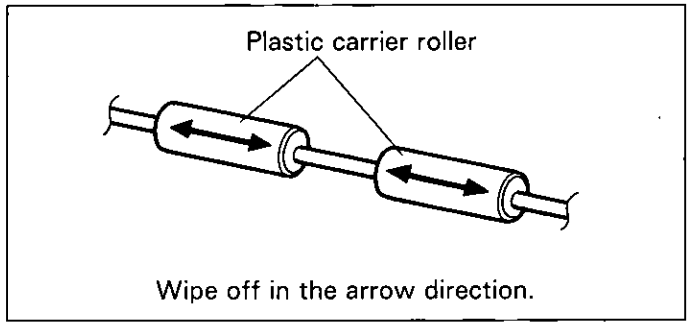
5 Following the same procedure as in step 4, use the accessory roller cleaning paper to wipe the surfaces of the retard rollers all the way around them proceeding from one end to the other in the directions of the arrows shown in the diagram to the right.



6 Use the accessory roller cleaning paper to wipe off the dirt on the surfaces of the six rubber carrier rollers and the five paper sensors.



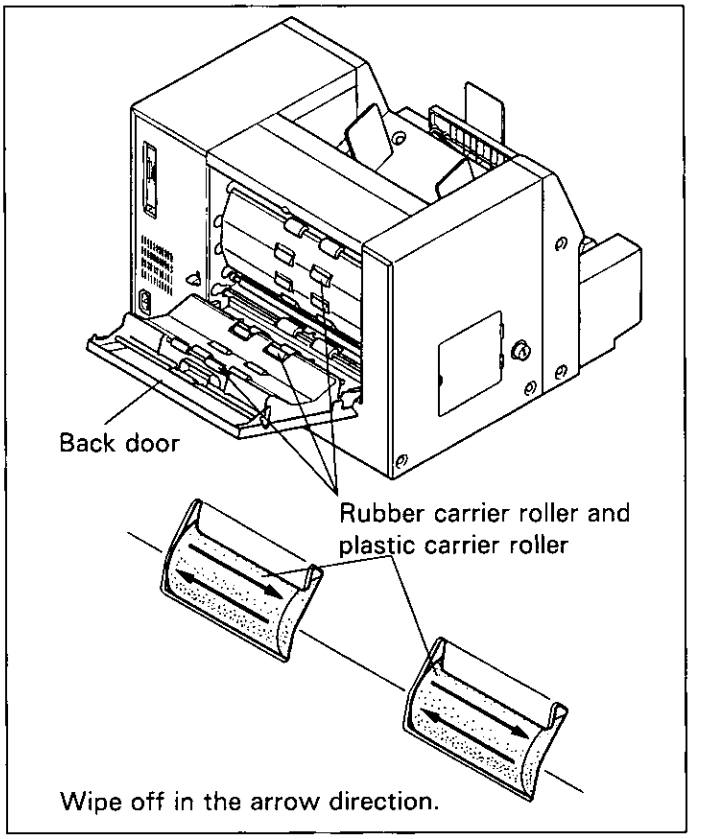
7 Following the same procedure as in step 4, use the accessory roller cleaning paper to wipe the surfaces of the Plastic carrier rollers all the way around them proceeding from one end to the other in the directions of the arrows shown in the diagram to the right.



8 Install the paper feed roller module and retard roller module, then close the front door. (See section "Replacing the Roller Modules" on page 37.)

9 After opening the back door by holding down the back door release, following the same procedure as in step 4, use the accessory roller cleaning paper to wipe the surfaces of the rubber carrier rollers and plastic carrier rollers all the way around them proceeding from one end to the other in the directions of the arrows shown in the diagram to the right. Then close the back door.

- **After cleaning, clear the "Clean Roller" display.**
  (Refer to page 19)

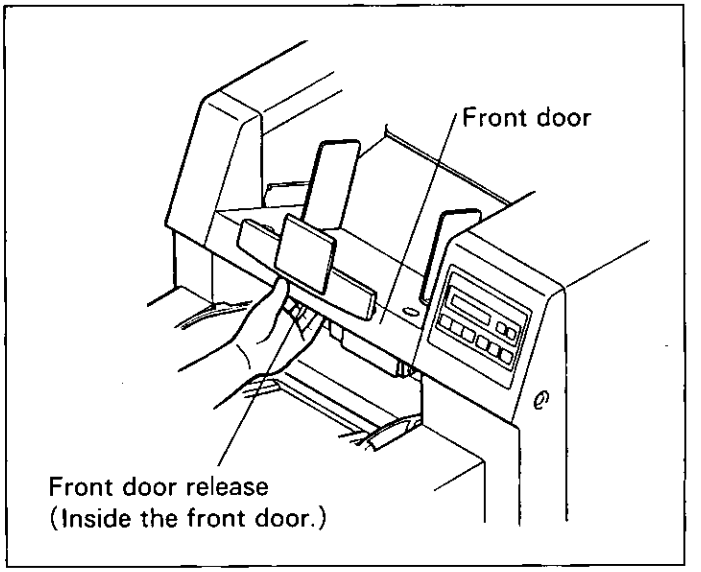


Cleaning the scanning section glass and white reference plate

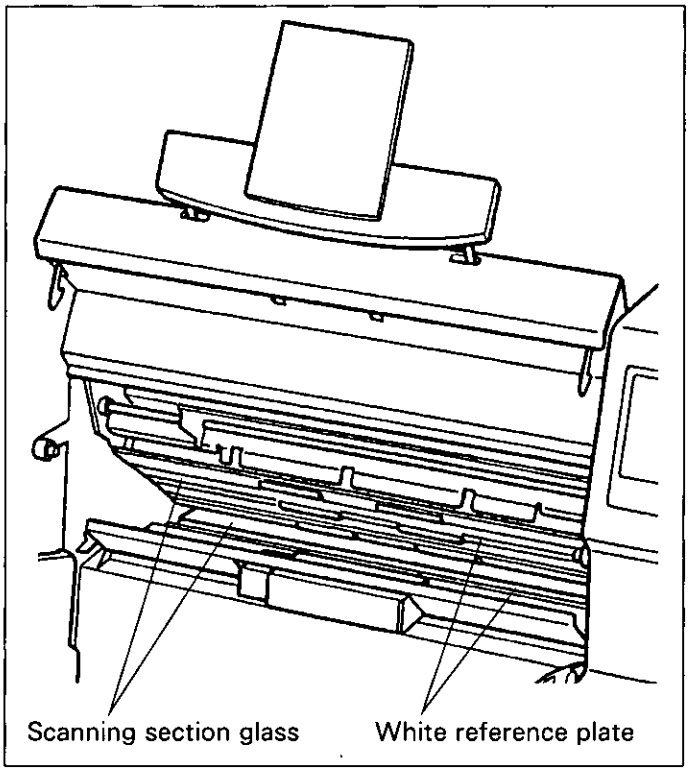
1 Turn the power off.

2 Use your fingers to hold down the front door release.

- **The front door now opens slowly.**



3 Clean the scanning section glass and white reference plate using the accessory roller cleaning paper.

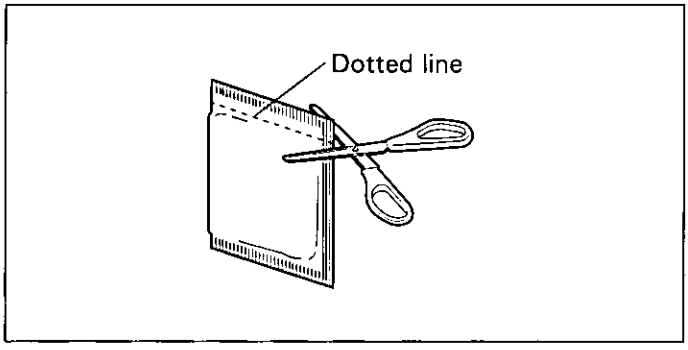


4 Close the front door.

Note for the roller cleaning paper;

Open the bag by the dotted line and take the roller cleaning paper out.

- **If the opened bag is left open for a period of time, the alcohol will vaporize. Please use the roller cleaning paper immediately after opening the bag.**



※The roller cleaning paper (Model No. KV-SS03) is available from the dealer where you purchased your scanner.
For supplies and accessories: Call 1-800-346-4768 (U.S.A. only) or your dealer.

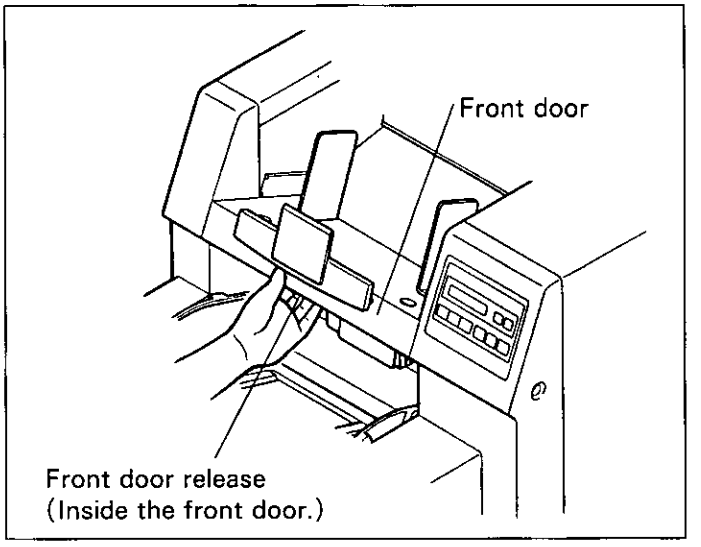
Replacing the Roller Modules

■Replacing the paper feed roller module

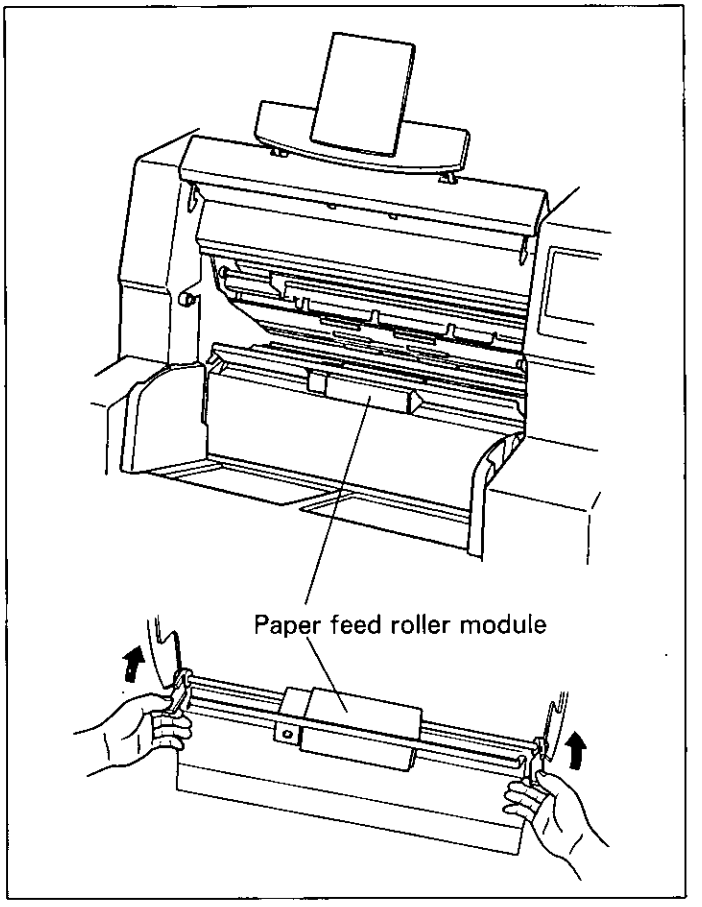
1 Turn the power off.

2 Use your fingers to hold down the front door release.

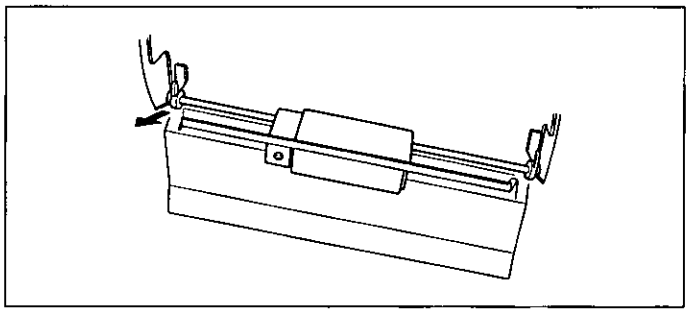
- **The front door now opens slowly.**



3 Use your fingers to push up the two levers at both ends of the paper feed roller module.



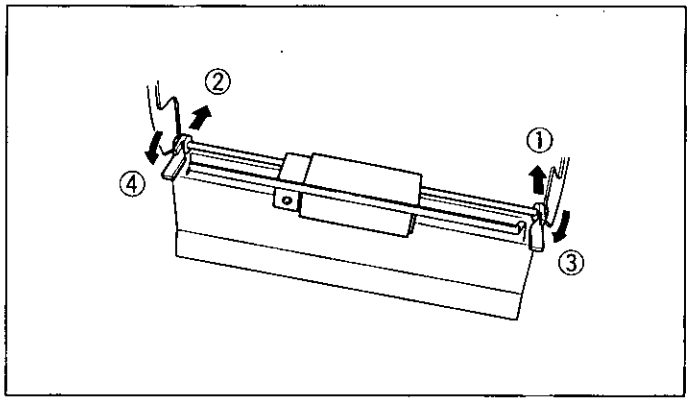
4 Draw the paper feed roller module toward you and remove it starting with its left side.



5 Open the optional "Roller Exchange Kit (KV-SS041), and take out the paper feed roller module.
For supplies and accessories:
Call 1-800-346-4768 (U.S.A. only) or your dealer.

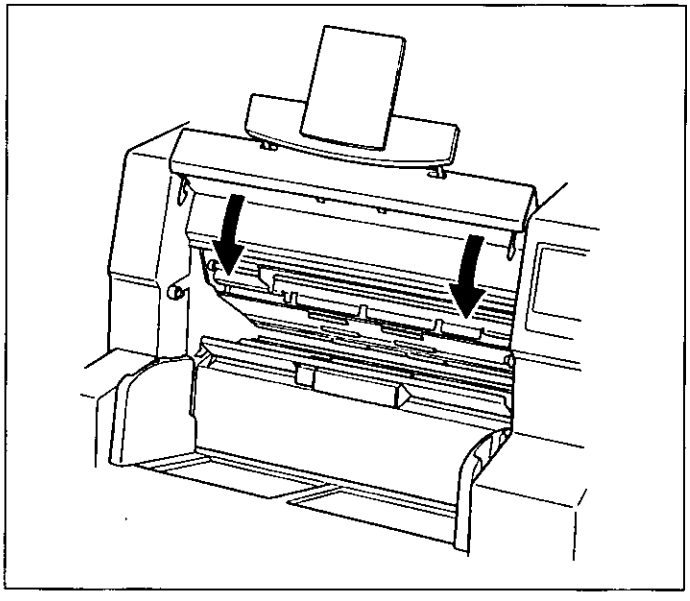
6 Install the new paper feed roller module with its gears on the right side and its bearing into the guide groove of the side chassis in the scanner, and push down the levers at both ends until they click into position.

- **Insert the paper feed roller module in the scanner starting with its right side, and follow the sequence of ① through ④ for installation.**



7 Close the front door.

- **Push the front door down slowly until it clicks into position.**



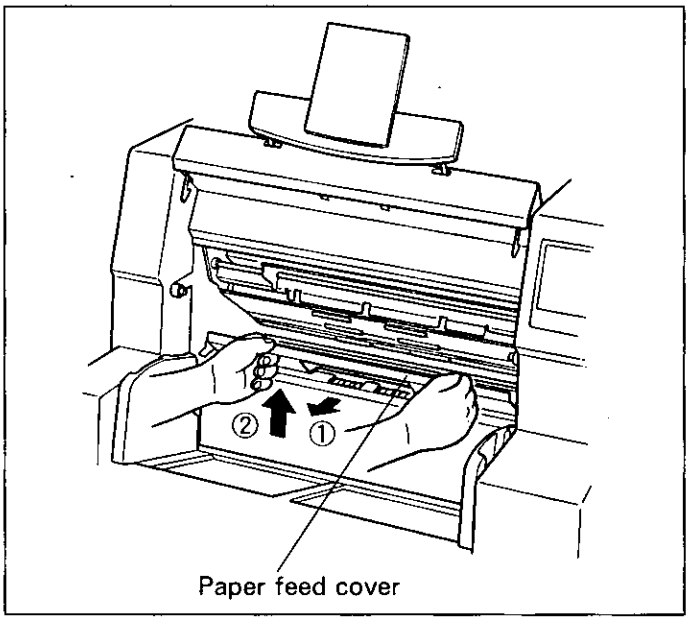
■Replacing the retard roller module

The retard roller module is located underneath the paper feed roller module. Before replacing this module, the paper feed roller module must be removed first.

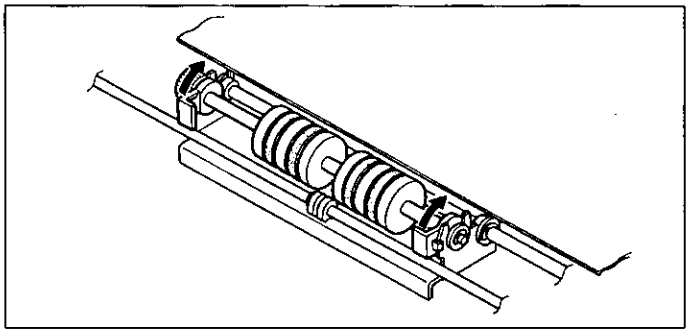
1 Follow steps 1 through 4 in "Replacing the paper feed roller module" to remove the paper feed roller module.

2 Hold the paper feed cover using both hands, pull it slightly toward you, and lift to remove it.

- **When the paper feed cover is pulled toward you, the click-stop mechanism will be released.**
- **Follow the sequence of ① and ② for removal.**

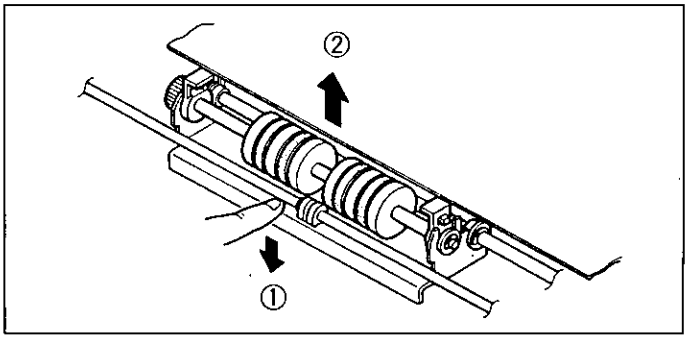


3 Use your fingers to push up the two levers at both ends of the retard roller module.



4 While pushing down the metal holder of the retard roller module, remove the retard roller module.

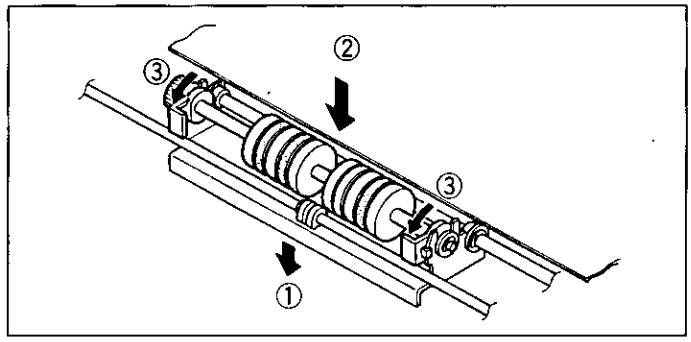
- **Follow the sequence of ① and ② for removal.**



5 Take out the retard roller module in the optional "Roller Exchange Kit (KV-SS041)".
For supplies and accessories:
Call 1-800-346-4768 (U.S.A. only) or your dealer.

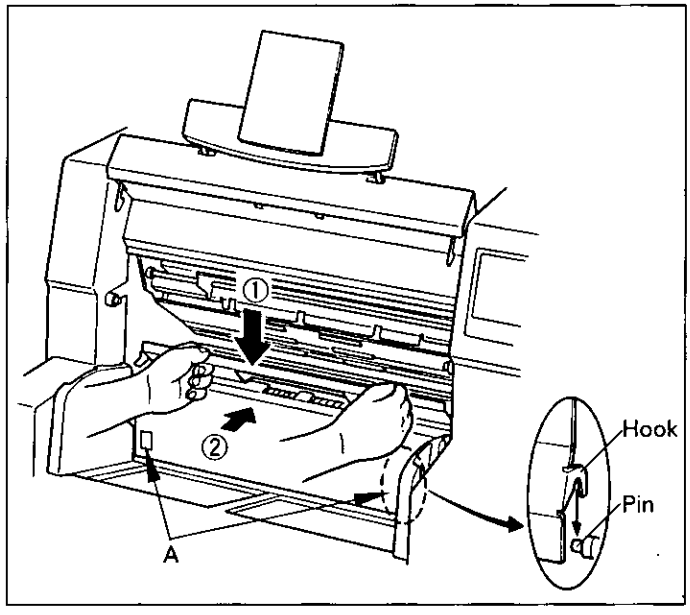
6 While pushing down the metal holder of the retard roller module, install the new retard roller module in the scanner, and push down the levers at both ends until they click into position.

- **Follow the sequence of ① through ③ for installation.**



7 Hold the paper feed cover using both hands, install it in the scanner when installing the paper feed cover, the two hooks must securely latch on the scanner pins.
Check that the hooks are securely latched by viewing through the small openings A. Push it into place until you hear a clicking sound.

- **Follow the sequence of ① and ② for installation.**



8 Install the paper feed roller module which was removed in step 1, and close the front door which was opened.

- **For details on how to install the paper feed roller module, refer to steps 6 and 7 in "Replacing the paper feed roller module".**
- **After replacing, clear the "Replace Roller" display.**
  (Refer to page 20)

Repacking Instructions

It is highly recommended that you keep the original carton and ALL packing materials. Should you need to transport or ship your scanner, please follow these instructions.

Please Note :

- Please use the original carton and all of the original packing materials. If you do not have the original packing material, these are available from Panasonic. Please refer to your servicing dealer, or call 1-800-833-9626. (U.S.A. only) or your dealer.
- Improper repacking of the scanner may result in a service charge to repair the unit.
- The scanner should be handled in the upright (vertical) position.

Material Required :

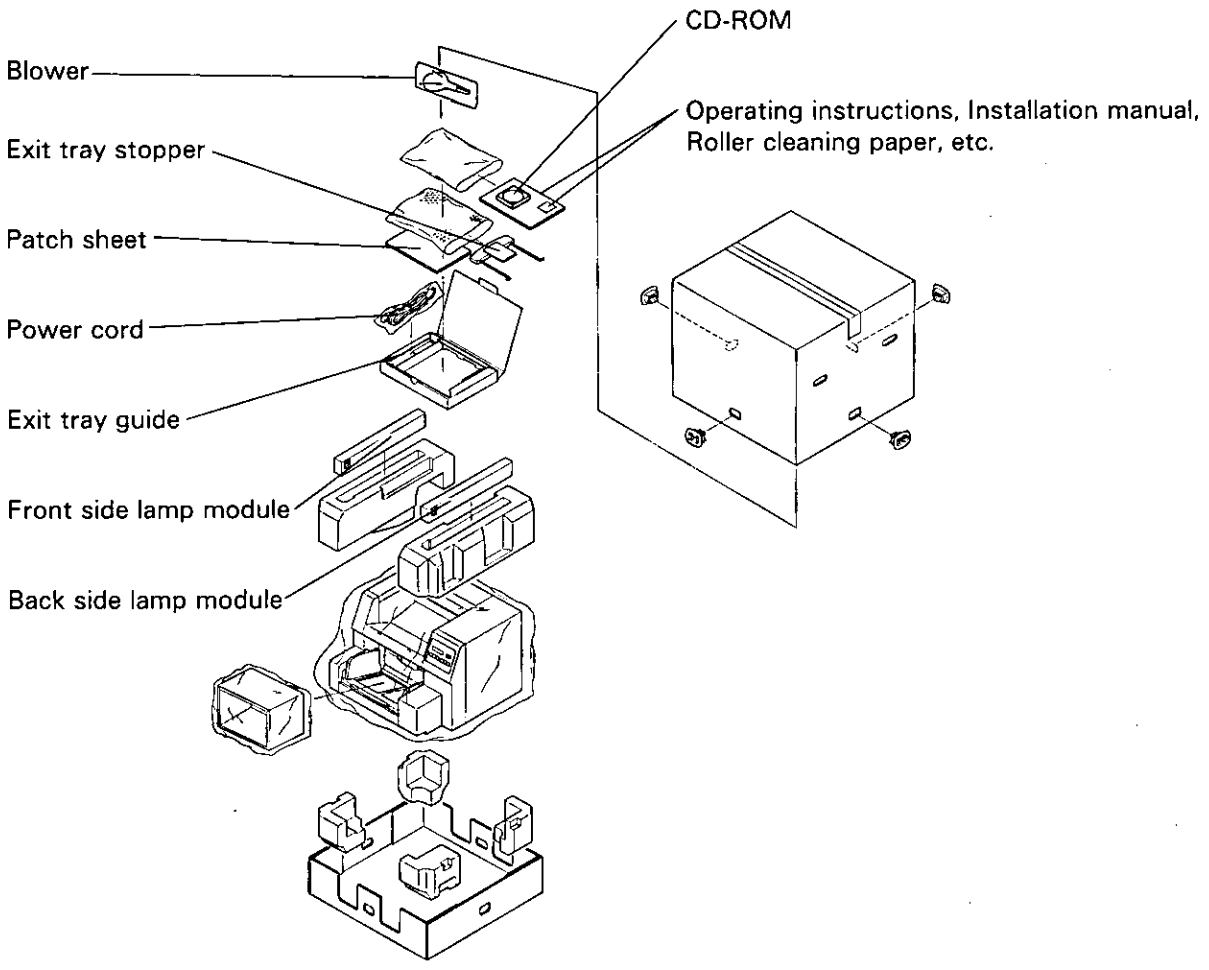
- Original Scanner Carton & Packing Materials
- Shipping Tape and Scissors

1 Disconnect your scanner from the electrical outlet and the SCSI interface cable.

2 Remove the exit tray guides, exit tray stopper, lamp modules (front side and back side) from the scanner.

- **Consult with your service person to remove the lamp modules.**

3 Packing the scanner.



Specifications

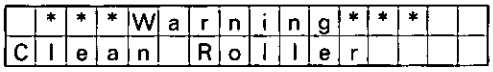
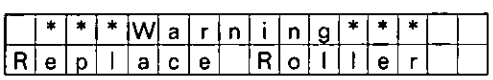
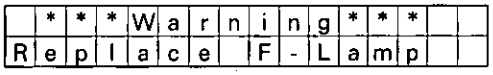
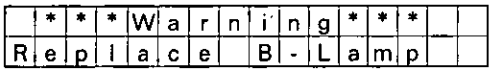
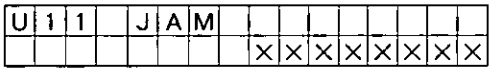
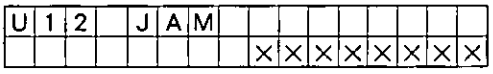
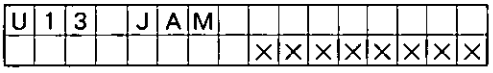
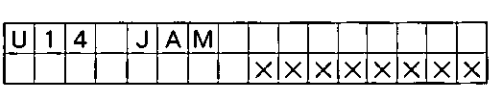
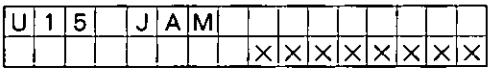
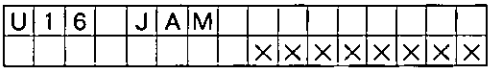
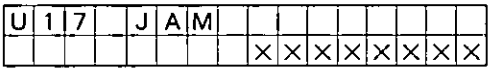
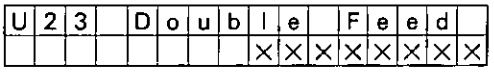
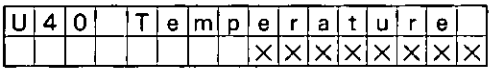
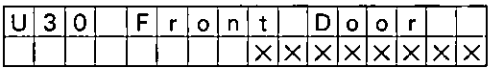
Item \ Model No.			KV-SS855D	KV-SS855DU
Scanner	Scanning face		Duplex scanning	
	Scanning method		Front side : CCD image sensor Back side : CCD image sensor	
	Readout speed		Simplex scanning : Approx. 85 sheets/min. (Letter, fed lengthwise, 200 dpi) Duplex scanning : Approx. 80 sheets/min. (Letter, fed lengthwise, 200 dpi)	
	Resolution		**Storage Environment**	
	Tonal gradation		Binary mode, Grayscale mode (4/8 bit), 64-step gradation (dither) mode, 64-step gradation (error diffusion) mode	
	Image control		Image emphasis, Automatic threshold, Automatic separation, Monochrome reversing, Automatic back control	
	Paper	Size	48×85mm (1.9×3.3 in) to Ledger (11×17 in.)	
		Weight	Single paper feed : 40 to 157 g/m² (11 to 42 lbs.) Continuous paper feed : 50 to 157 g/m² (13 to 42 lbs.)	
Unit	External dimensions (Width×Depth×Height)		568×546×415mm (22.4×21.5×16.3 in.)	
	Mass (Weight)		50kg (110 lbs.)	
	Power requirement		AC100 - 120V, 50/60Hz	AC220 - 240V, 50/60Hz
	Power consumption	Maximum (scanning)	1.8A	0.8A
Operating Environment	Operating temperature and humidity		15°C to 30°C (59°F to 86°F), 30% to 80%RH	
Storage Environment	Storage temperature and humidity		0°C to 35°C (32°F to 95°F), 10% to 80%RH	
Option	**Roller exchange kit (KV-SS041), Imprinter (KV-SS05)** **Roller cleaing kit (KV-SS03), Ink cartridge (KV-SS06)** **Red lamp (KV-SS040), Conveyor plate (KV-SS047)**			

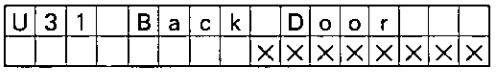
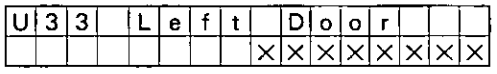
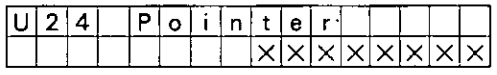
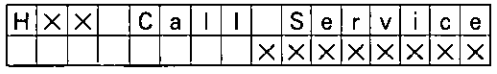
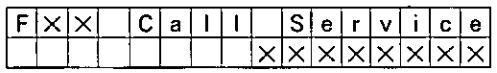
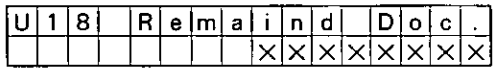
"Weight in pounds" represents the weight of 500 [17×22 inches (432×559mm)] sheets.

Troubleshooting

If a problem occurs while the unit is being used, first check the following items. If the unit still malfunctions, switch it OFF, and call service.

Symptom	Possible Cause	Remedy
The LCD does not display when the power switch is turned ON.	The power plug has come out.	Insert the power plug firmly.
	The fuse has blown.	Pull out the power plug, then call service.
	Foreign matter is lodged in the fan, preventing it from rotating.	
Multiple sheet feeding problem occurs.	The rollers are dirty.	Clean all of the rollers. (See page 32.)
	The ADF selector is not set properly.	Adjust the ADF selector. (See page 28.)
Document stops during a scan.	The document is creased or torn, or has a length of more than A3 size or less than 48×84 mm (1.9×3.3 in).	Make a copy of the document on paper of the specified size [between 48×84 mm (1.9×3.3 in.) and A3 size] and scan the copy.
	The document is jammed.	Refer to the next page when some error has been displayed.
Document is not fed smoothly during a scan.	The rollers are dirty.	Clean all of the rollers. (See page 32.)
The scanned document is blank.	The document to be scanned was loaded face down (upside down).	Load the document correctly.
The scanned document is completely black.	The fluorescent lamp in the scanner has reached the end of its life.	Call service.
Scanned document is skewed.	The document guides were not touching the edges of the document, or the documents was skewed when loaded.	Set the document guides or the document correctly.
Vertical lines appear on the scanned document.	The white reference plate, scanning section glass or the rubber rollers are dirty.	Wipe the dirty part with a clean cloth. (See page 32.)
The computer cannot connect to the scanner.	The computer cannot recognize to the scanner.	Turn the power of the computer OFF. Turn the power of the scanner ON, then turn the power of the computer ON again.
		Confirm the SCSI ID and product ID, then set the proper them.

LCD	Possible Cause	Remedy
	The rollers have become dirty.	Clean the rollers. (See page 32.)
	The rollers need to be replaced.	Replace the paper feed roller module and retard roller module. (See page 37.)
	The front side lamp needs to be replaced.	Call service and ask to replace the front side lamp module.
	The back side lamp needs to be replaced.	Call service and ask to replace the back side lamp module.
	The document is jammed.	Open the front door and remove the jammed paper. (See page 30.)
	The document is jammed.	Open the front door and remove the jammed paper. (See page 30.)
	The document is jammed.	Open the back door and remove the jammed paper. (See page 30.)
	The document is jammed.	Open the back door and remove the jammed paper. (See page 30.)
	The document is jammed.	Open the back door and remove the jammed paper. (See page 30.)
	The document is jammed.	Open the back door and remove the jammed paper. (See page 30.)
	The document is jammed.	Open the back door and remove the jammed paper. (See page 30.)
	Multiple sheets were fed into the unit.	Open the front door and remove the jammed paper. (See page 30.)
	The ambient temperature is less than 15 °C (59 °F).	Wait for a while and scan the document again. Use the unit in a room where the ambient temperature is between 15 °C and 30°C (59 °F and 86 °F).
	The front door is open.	Close the front door.

LCD	Possible Cause	Remedy
	The back door is open.	Close the back door.
	The imprinter door is open.	Close the imprinter door.
	The lamp door is open.	Close the lamp door.
	The pointer lever has been set to the upper side though the imprinter mode has been selected to something except "Disable".	Set the pointer lever to the lower side.
 	A user non-servicable error has occurred.	Please consult with a service representative.
	There is a document remaining in the scanner.	Open the front and/or back doors, and remove all of the remaining documents.

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